

Project Review

Project Title	Foam Stream – An Alternative Weed Maintenance Technique
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Purpose of This Document

To collate and review the information and feedback from the demonstration of the Foam Stream technique undertaken on the 25th of January 2022.

To understand the benefits and restrictions of using Foam Stream as an alternative weed maintenance technique.

To present the outcome and conclusions made from this trial.

Demonstration Overview

Contact was made with Lewes District Council (LDC) to arrange the demonstration. LDC currently use Foam Stream on their parks, recreation grounds, and property. Foam Stream is a low-pressure process, combining heat with biodegradable foam to kill off weeds.

The team met with a LDC representative, the Idverde team (contractor) and the UK Sales Manager from Weeding Tech.

An overview was given of the machinery available (see appendix A3). A demonstration was then undertaken at their Newhaven Depot (see appendix B3). The team then relocated to Mayfield Avenue, Peacehaven a highway location suggested by the highway stewards, to provide a demonstration of highway use (see appendix C3).

Benefits Noted

- Can be used in any weather.
- It doesn't use chemicals.
- It can also be used for graffiti removal.
- It is great for killing moss etc on hard surfaces / play area surfacing.
- Eliminates the need for ongoing operator certification, full protective clothing, and specialist training.
- Is a consumable blend of biodegradable natural plant oils and sugars, so it is safe to use around people, animals, delicate ecosystems and waterways.

Issues Noted

- The L12 machine has 1hr 30 Minutes on the trigger however would take around 1hr to refill water tank.
- Would need fire hydrant license to refill or alternate locations to source water.
- Will need 2 staff members – one to move vehicle and one to spray.

- Slow moving and Noisy.
- Hose trip hazard – potential need to close pavement.
- Applications needed week 1 – week 6 and week 12. Would need a total of 3 applications.
- Petrol engine & diesel boiler.
- Needs to be mounted on a flatbed truck – depending on machine.
- Would need more than one machine to maintain the county.
- LDC also supplement the use of foam stream with hand pulling and strimming of weeds if a quick response is required.
- Traffic management would be required when using this method on some parts of the network, high speed roads for example.

Calculations

Time

The highest output for Foam Stream is the L12 tank at 700m² per hour for low vegetation. This equates to 5,600m² per day compared to 35,200m² with Gallup (glyphosate based weed killer).

However, the device needs to refill on average every 1hr 30 mins with continuous use which takes around 1 hour, this would reduce the output to 3150m² due to needing to refill three times a day at least.

It would therefore take just over 11 days or 11 machines to mirror the efficiency of one day of Gallup application. Additionally, it should be noted that at least 2-3 visits would need to be undertaken with Foam Stream.

Therefore, to apply weed control using foam stream at the same rate over the season would require 11 machines with 2 persons crews if only one application is undertaken. However, to achieve the recommended 3 applications of hot foam per season it is estimated 30 machines and crews would be required to cover the network.

Cost

The total cost of weed control across the whole County in the Highways contract is approximately £55,000 per year.

Sussex Rail (the sub-contractor for weed control) provided an estimate for using Foam Stream, in the Hastings area of £90,340 per application. This is five times the current cost for Hastings weed control of approximately £18,000. This is for approximately 800 miles of kerbs and channels in Hastings.

The total length of all the kerbs, channels across the rest of the County comes to 1,915miles (excluding Hastings).

Therefore, to do the rest of the County (1,915 miles) is estimated to cost £216,250 for a single application.

If we include Hastings the cost for a single foam treatment across the whole County is estimated to be £306,500. If the recommended three treatments are applied the cost is estimated to be £919,500.

This estimate does not include costs for any traffic management required on certain parts of the network.

It should also be noted at the present time there is insufficient capacity within this industry at this time to deliver such a large programme of works using this method.

Outcome & Conclusion

While this method of weed control appears to work well within the confines of parks and open spaces it is was concluded by all parties involved in the trial that this method would be difficult to scale up and apply to a large highway network.

Therefore, at present Foamstream is not a viable option for highway maintenance due to the scale and complexity of the network. The costs associated with this technique are also not achievable within the current budget.

Appendix A3

[FOAMSTREAM L12](#)

[FOAMSTREAM M600](#)

Appendix B3



Appendix C3



Declaration of Work

This form must be completed and returned to
contracts.managementgroup@eastsussex.gov.uk .

At least 2 working days before the work commences.

General Information

Road Name and Parish/Town	
Date Weed Maintenance will be undertaken	
Lead Volunteer & Trained Volunteers	
Volunteers who will be involved	
Works Type	Weed Maintenance
Highway Type	Footway
Road Speed	
Location of Nearest Hospital	

Preparation for Work

Is anyone else currently working at the site?	Yes/no If yes, works cannot start until others have left site.
Do you foresee there being any obstructions that would stop you from working?	Yes/no If yes, please explain.
Do you have the correct PPE for the job?	Yes/no If no, please explain.
Have re-read and understood the agreement.	Yes/no If no, works cannot go ahead.
Signed by Lead Volunteer	
Date Form Submitted to CMG	

Opting out of Weed Maintenance – Volunteer Guidance & Agreement

Once your application for opting out has been accepted the following document will need to be signed.

Nature of Work

The work which will be undertaken is the removal of weeds and plants from the footway on the agreed road. The volunteers are not permitted to work on the carriageway. The arisings from these works are to be disposed of by volunteers.

These works are only to be undertaken in the agreed area on the footway. No grass cutting of verges or hedge cutting will be undertaken.

Power tools are not to be used.

Please note that our insurers do have the right to refuse cover if they believe we are operating outside of our own agreed risk guidance and therefore it is important to follow the agreed rules/code to ensure we minimise any losses.

Any volunteers who help out with the weeding do so expressly on the basis that the lead volunteer does not assume a duty of care towards their fellow volunteers and will not be held personally liable in the event that an injury or loss occurs to another volunteer. Each volunteer must take responsibility for their own personal health & safety and if in any doubt should raise queries or issues with ESCC.

Why do we maintain weeds?

Weed maintenance on the highway is necessary for the following reasons:

- Weed growth in road gullies and channels can slow down and prevent our drainage systems from working
- Weeds can damage paved surfaces, displace kerbstones and crack walls making maintenance difficult and costly.
- Weeds can create trip hazards
- Weed growth can trap litter and debris.

Volunteers

The Lead Volunteer (LV) cannot work alone and will need to be supported by other volunteers. All volunteers will need to complete the Volunteer Registration Form found at **Appendix A** and the LV will need to submit these signed with the signed agreement to: contracts.managementgroup@eastsussex.gov.uk

Training for Volunteers

The LV and 2-3 other volunteers (dependent on size of group) will need to undertake Health and Safety training provided by ESCC to supervise the works.

They will then be responsible for disseminating it to the other volunteers ahead of any works taking place on the highway.

This will be arranged once all documentation has been signed and received.

Guidance for Volunteers

- Make sure you know the locations and requirements of the task and understand the conditions under which they are to be carried out including the acceptable standard and finish. This can be found within this document.
- All volunteers must start and finish the works at the same time.
- Ensure that all volunteers are well briefed and that they are aware of and follow statutory regulations and guidelines.
- Ensure that all volunteers have read this document.
- Know how to deal with enquiries and how to report accidents or incidents to ESCC.
- Ensure you understand the risk assessment and method statement as outlined in **Appendix B**.
- Ensure Volunteers are working as a group of 2 at minimum.
- Volunteers are only permitted to work on pavements and footpaths.
- Volunteers are not permitted to work on the vehicular carriageway itself.
- Volunteers should not be put, or put yourself, at any further risk than a pedestrian would by using the pavement.
- The ground must not be broken under any circumstance.
- Volunteers are not permitted in any circumstances to work at height.
- Volunteers are not permitted to use power tools.
- Volunteers are not permitted to work alone.
- Volunteers must not undertake any task that may exacerbate any health condition.
- Volunteers are not permitted to undertake any maintenance on grass verges or hedges.

ESCC reserves the right to require volunteer activities to stop and may withdraw permission if the tasks are not being carried out appropriately or if any of the council's conditions or restrictions are not being complied with.

Please note, if the conditions outlined in this agreement are not being followed, volunteers will not be covered by East Sussex County Council insurance.

Preparation

- The Declaration of Work Form (provided separately to this document) must be completed at least 2 working days prior to any works being carried out. This also must be submitted each time work is to be undertaken.

During

- Before any work begins the **On-Site Work Form** (provided separately to this document) must be completed. **This must be completed each time works are carried out.**
- Area to be maintained is thoroughly checked for animals, nesting birds and other obstructions before commencing.
- Area should be checked for hazardous waste. Avoid clearance close to potentially hazardous waste. Notify your relevant District or Borough Council if waste is found.

- Consider what PPE is needed for example; gloves, boots, hand cleaning material, first aid kit. ESCC will provide hi-viz waistcoats, gloves and goggles.
- Always be aware of your surroundings.
- If at any point you feel it is unsafe to continue, you must stop.
- If there is an **incident on the Highway**, no matter how minor, volunteer tasks must stop and the incident must be reported as soon as possible to the Highways Contact Centre (on 0345 608 0193) who will notify the appropriate officers.

Completion

- Check that the area or path is clear of obstruction, in particular, any cut stems that may have sprung up when cuttings have been removed.
- All waste or arising's must be removed from site and disposed of appropriately and in accordance with relevant legislation.
- Ensure all volunteers agree works are completed and leave site at the same time.

Notifying ESCC

Once works have been completed the LV must notify ESCC by emailing the **On-Site Work Form** to: Contracts.managementgroup@eastsussex.gov.uk within 2 working days.

Monitoring

The council regularly monitors the condition of highway assets throughout East Sussex. Contract and Commercial Supervisors (ESCC staff) or Commercial and Cost Control Officer (ESCC Staff) will carry out spot checks.

If we notice that weeds are at an unacceptable level or pose a potential safety hazard, then we'll get in touch with the LV to discuss how to remove them and offer support as appropriate. If the weeds remain after an agreed period then, as a last resort, the road will be put back on the glyphosate spraying schedule until a suitable alternative can be found.

If ESCC see or have reports that the volunteer group is not working safely, the volunteer group will not be covered by East Sussex County Council Insurance, asked to stop any works and the area will be put back on the glyphosate spraying schedule until a suitable alternative can be found.

It is imperative that all forms are submitted within the timeframe given. If the conditions outlined in this agreement are not being followed, volunteers will not be covered by East Sussex County Council insurance.

East Sussex County Council staff will then undertake checks after the works have completed.

Complaints and Customer Contact

Complaints and customer contact will be dealt with through our Highways Contact Centre.

If we receive an increased level of complaints about the weeds on the agreed road this will trigger a review as set out above in the monitoring section.

If a member of the public would like to contact us, please provide them with one of the following contacts:

Phone: 0345 608 0193

Email: customer@eastsussexhighways.com

The following email address is only for volunteer use, for example if you want to notify us of something or have a question:

Email: contracts.managementgroup@eastsussex.gov.uk

By signing this form, the Lead Volunteer is confirming that; they are familiar with the Guidance document; they agree to support Volunteers carrying out volunteer tasks in their areas; they will ensure that processes are in place with the volunteers to ensure that any agreed volunteer tasks are carried out in accordance with the restrictions and conditions set out in this Guidance document.

Signed	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>		
Road	<input type="text"/>		

Appendix A

VOLUNTEER REGISTRATION FORM

First Name		Title	
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Surname		D.O.B	
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Address	
	Postcode:

Home telephone no	
Work telephone no	
Mobile no	
Email	

Please provide details of who to contact in an emergency	
Name	
Address	
Telephone no	

Agreement and Guidance Understood by Volunteer	
Signed	
Date	

**Appendix B - East Sussex County Council
Opting out of Weed Maintenance**

RISK ASSESSMENT & METHOD STATEMENT

Contract:	East Sussex Count Council
Operation/Activity:	Volunteer Weed Maintenance
Risk Assessment No.	ESCC-HSI-002L or H

**Part A - Introductory
Information**

<p>Operation</p> <p><i>Briefly describe the Job, Location, Scope & Duration</i></p>	<p><i>This work involves volunteers removing weeds from East Sussex County Council footways using hand tools to overcome the necessity to administer environmentally harmful herbicides. This work is to be undertaken all year round in various locations across the County.</i></p>
<p>Associated Method Statements & Risk Assessments</p>	<p>HSI MS 002 Volunteer Weed Maintenance</p>

Note - Specific Risk Assessment Templates are available within the SHE Management System for dealing with specific risks such as COSHH, Noise, HAVS, Fire, Young Persons, Manual Handling, Legionella etc. Where relevent complete a specific risk assessment, reference above and include within the overall RAMS documentation

Appendix B - East Sussex County Council
Opting out of Weed Maintenance

RISK ASSESSMENT & METHOD STATEMENT

Contract:	East Sussex Count Council
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Risk Assessment No.	ESCC-HSI-002L or H

Part B - Integrated Risk Assessment

No	Hazards (potential for harm)	Who may be harmed	Initial Risk: likely result if hazard is realised	Initial Potential for Harm			Control Measures <i>Can the hazard be removed?</i>	Residual Potential for Harm		
				Severity (S)	Likelihood (L)	Risk Rating		Severity (S)	Likelihood (L)	Risk Rating
1	Extreme allergic reaction to stings or bites,	Volunteers	Anaphylactic Shock, death	5	2	10	Volunteers with known conditions should be assigned to monitoring tasks. Any known conditions and antidotes 'EpiPens' should be declared to the duty supervisor prior to starting work.	5	1	5
2	Extremes of cold & hot weather	Volunteers	Hypothermia, heat stroke, dehydration, sunburn, fatigue	3	3	9	Appropriate clothing must be provided for the prevailing weather conditions, if temperatures fall below freezing, gale force winds or thunderstorms develop then work must stop. In extreme heat, water & sun cream must be provided. If at any time a volunteer feels unwell, work must stop until temperatures normalise.	3	1	3
3	Contact with contaminated soil, hazardous waste, animal faeces and water-borne diseases	Volunteers	Lyme's Disease, Weil's Disease, Tetanus, Hepatitis B	4	2	8	Scan the area for potential risks and remove these in a safe manner prior to commencing work. If the volunteers do not have the equipment or knowledge to do this, raise the matter with East Sussex Highways and do not commence work until the risk has been removed.	4	1	4

**Appendix B - East Sussex County Council
Opting out of Weed Maintenance**

RISK ASSESSMENT & METHOD STATEMENT

4	Contact with needles or other sharp objects	Volunteers	Cuts or even Infectious disease	4	2	8	Scan the area for potential risks and remove these in a safe manner prior to commencing work. PPE of the type recommended in the Method Statement should be worn at all times. If the volunteers do not have the equipment to safely remove any dangerous objects, raise the matter with East Sussex Highways and do not commence work until the risk has been removed.	4	1	4
5	Stepping off the pavement	Volunteers & Public	Struck by passing vehicle	4	2	8	Volunteers to work towards the carriageway edge whilst standing centrally in the footway. Work to stop and footway to be left clear for passing pedestrians.	2	1	2
6	Crossing the road	Volunteers	Struck by passing vehicle	4	2	8	The road should only be crossed at a location where traffic approaching from either direction can be clearly seen.	4	1	4
7	Manual Handling	Volunteers	Muscle sprains & Strains	3	2	6	All manual lifting to be done in accordance with the Method Statement	3	1	3
8	Tripping over tools	Volunteers & Public	Potential for trips and falls	3	2	6	All tools to be stored in a safe place away from the work area when not in use.	3	1	3
9	Hand tool use	Volunteers & Public	Abrasions and bruising	2	2	4	Tool handles to be pulled to the side of the body not directly towards the user. Spotter to ensure tool are not in use when pedestrians are passing	2	1	2

**Appendix B - East Sussex County Council
Opting out of Weed Maintenance**

RISK ASSESSMENT & METHOD STATEMENT

10	Injured by broken tools	Volunteers & Public	Possible cuts and bruises	2	2	4	All tools to be checked and in good condition at the start and at least once during the shift. Any damaged or broken tools should be removed from the work area, disposed of as soon as practicable and replaced as soon as possible. If no useable tools are available, work should stop until new equipment has been sourced.	3	1	3
11	Insects and stinging plants	Volunteers	Bites & Stings	1	3	3	PPE to be worn at all times, insect repellent is recommended for all volunteers	1	1	1

Risk Assessment score rating										
Likelihood of harm (L)		Severity of Impact (S)		Likelihood (L)	5	5	10	15	20	25
1	Very Unlikely	1	Insignificant		4	4	8	12	16	20
2	Unlikely	2	Minor - Minor Injury (no lost time)		3	3	6	9	12	15
3	Likeley	3	Significant - Lost Time Injury		2	2	4	6	8	10
4	Very Likeley	4	Severe - Major Injury/Over 7 day absence		1	1	2	3	4	5
5	Almost Certain	5	Very Severe - Fatality			1	2	3	4	5
				Severity (S)						

Conclusions	
High (Red)	STOP! Hazard must be removed or all practicable steps are to be taken to reduce level of risk
Medium (Amber)	Risk to be controlled as far as is reasonable practicable
Low (Green)	Risk to be controlled as far as is reasonable practicable

Method Statement

Introduction.

During the weed removal process, volunteers will be required to remove weeds from gaps between the footway and adjacent property and or the footway and the curb or other edge of carriageway. Where the footway comprises slabs or other block materials joints between individual footway components may need to be cleared.

After preliminary investigations, the most effective and safe form of removal will be applied. Physical removal of the plant and disposal will be required. This should take the form of hand-held tools; long handle hoes or similar are the recommended implement.

After removal it is the volunteer's responsibility to ensure all recovered material is disposed of in suitable, safe way and in accordance with the relevant legislation.

Method.

Only work in agreed areas must be carried out.

Appropriate PPE must be worn at all times.

Sturdy footwear ideally with a reinforced soul and steel toe cap should be worn.

All work should be undertaken in pairs with one volunteer maintaining a safety observation role ensuring neither a volunteer or the public are put at unnecessary risk by the weeding activity. If a member of the public approaches the work area, work must stop and the resident allowed to pass in safety and then continue once it is safe to do so.

All tools should be checked for safety at the start of every shift and at least once, ideally more times during the day. Any tools not in a safe condition should be removed from the work area, disposed of and replaced as soon as possible. Any tools not in use must be stored away from the work area so as not to present a risk to volunteers and the public.

All arisings must be bagged at regular intervals and the bags moved to a safe location away from the work area so as not to become a trip hazard to volunteers or the public. Care should be taken when lifting any bags of waste, follow the guidance below for the safe lifting of heavy loads, never lift more weight than you can comfortably carry.



**Appendix B - East Sussex County Council
Opting out of Weed Maintenance**

RISK ASSESSMENT & METHOD STATEMENT

Conclusion.

The work will be carried out with consideration of the general public and wildlife. With the precautions being taken, there will be minimal risk to the general public or E.S.C.C volunteers during this work.

Nearest Hospital

For Hastings & St Leonards sites the nearest A&E Department is located at:

[Conquest Hospital](#)

The Ridge
St. Leonards-on-Sea
East Sussex
TN37 7RD

Emergency Tel: 999

Non-Emergency Tel: 0300 131 4500

For Lewes sites the nearest A&E Department is located at:

[Royal Sussex County Hospital](#)

Eastern Road
Brighton
East Sussex
BN2 5BE

Emergency Tel: 999

Non-Emergency Tel: 01273 696955

Opting out of Weed Maintenance Application Form

In the interest of testing alternative solutions to using glyphosate on the public highway, ESCC Highways are trialling three different approaches to maintaining weeds in 2022. These are:

- Foam Stream
- Reactive Weed Maintenance
- Opting out of weed maintenance

These will be undertaken in select areas.

This form is to apply to take part in the trial for opting out of weed maintenance for 2022.

Why do we maintain weeds?

Weed maintenance on the highway is necessary for the following reasons:

- Weed growth in road gullies and channels can slow down and prevent our drainage systems from working
- Weeds can damage paved surfaces, displace kerbstones and crack walls making maintenance difficult and costly
- Weeds can become trip hazards
- Weed growth can trap litter and debris.

How to apply:

Please note, for safety we can only allow roads which follow the below criteria to opt out:

- Road must be 30mph or below
- Road must not be an A or B road
- Road must be a residential road
- Road must have low traffic
- Road must have footpaths
- Road must not include sharp corners, bends or steep hills

Lead Volunteer

A representative from the road will need to sign up to become Lead Volunteer. This person will be the point of contact for ESCC if there are any problems, such as reports of overgrown weeds from the public. They will also receive training in Health & Safety and Risks along with 2/3 other volunteers, who will all be responsible for disseminating to the other volunteers. Please see the Opting Out Volunteer Guidance & Agreement for further responsibilities. **See Appendix A** for application form.

Road Residents

The Lead Volunteer will need to get at least 75% of the residents living on the road signed up to opting out of Weed Maintenance for the trial to progress. **Appendix B** provides a form which will need to be submitted to us.

ESCC Review

Once we have received all the documents, they will be reviewed, and contact will be made with the Lead Volunteer to advise whether the application has been accepted.

Volunteer Guidance & Agreement

Please ensure you have read the volunteer guidance & agreement document before completing this application form.

If your application is accepted the agreement will need to be signed by the Lead Volunteer and other volunteers. The Lead Volunteer will be responsible for getting the signatures.

Appendix A – Opting Out Form

Application FORM – Opting Out of Weed Maintenance	
Road Name	
Parish or Town	

Lead Volunteer Registration
As the Neighbourhood Champion you will be the point of contact for the road opting out of weed maintenance.

First Name		Title	
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Surname		D.O.B	
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Address	
	Postcode:

Home telephone no	
Work telephone no	
Mobile no	
Email	

Please provide details of who to contact in an emergency	
Name	
Address	

Telephone no	
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Data protection and personal information collected on forms

Where we ask you for personal information through a form, this information will only be used for the purpose indicated and it will be held in a secure manner. It will not be used for any other purpose without your permission and will not be kept for longer than necessary.

By completing this form you are giving consent for us to hold your details in line with data protection legislation. Please see our privacy policy for further information:

<https://www.eastsussex.gov.uk/privacy/privacy-cet/>

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By completing this form you are giving consent for us to hold your details in line with data protection legislation. Please see our privacy policy for further information:

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On Site Work Form

This form must be completed and returned to
contracts.managementgroup@eastsussex.gov.uk .

General Information

Road Name and Parish/Town	
Date	
Lead Volunteer	
Works Type	Weed Maintenance
Highway Type	Footway
Road Speed	
Location of Nearest Hospital	

Point of Work Risk Assessment

Is access / egress safe?	Yes/No If no, do not start works.
In anyone else working at the site?	Yes/No If Yes, do not start works.
Are there any obstructions stopping you from working?	Yes/No If Yes, do not start works.
Is there evidence of protected species or Invasive plants?	Yes/No If Yes, do not start works.
Is your equipment fit for purpose?	Yes/No If no, do not start works.
Do you have the correct PPE for the job?	Yes/No If no, do not start works.

Main Hazards	Understood by Volunteers	Control
Slips Trips and Falls		Keep Site Tidy
Manual Handling		Use mechanical aids and good handling protocols.
COSHH		Do you have safety information, have you kept minimum quantities
Working on a Live Highway		Volunteers are not permitted to work on the Road.
Weather Conditions		Are weather conditions suitable for the task to be completed.

Lead Volunteer Checklist	
Number of Volunteers Present (incl LV)	
Number of Trained Volunteers (incl LV)	
Volunteers are working in groups of a minimum of 2	Yes / No**
Volunteers have received a safety talk before works have begun.	Yes / No**
Volunteers have walked the area and discussed any potential hazards.	Yes/ No**
Volunteers understand information outlined in the agreement.	Yes/No**
Point of work risk assessment completed.	Yes / No**
Are works Safe to Commence?	Yes / No*
	*If works are not safe to commence please notify ESCC why. **If answered no to any of the above, do not start works.
I confirm that I understand the hazards and controls associated with the activity. Signed by LV	



Volunteer Weed Maintenance Training



Agenda



Training Objectives.



What you will be doing.



Guide to – Risk Assessments.



Things to think about.



Before During After.



Training Objectives

The aim of this training is for you to leave with an understanding of Health & Safety and Risks & Mitigation whilst undertaking weed maintenance on the Highway.

Most of this training is just common sense and things you will already consider and do.

This training is important as it helps us keep you safe and also allows ESCC insurance to cover you whilst volunteering.



What you will be doing.

As outlined in the agreement, the work which will be undertaken is the removal of weeds from the footway on the agreed road. These works are only to be undertaken in the agreed area on the footway. No grass cutting of verges or hedge cutting will be undertaken.

- Volunteers are not permitted to work on the carriageway.
- The arisings from these works are to be disposed of by volunteers.
- Power tools are not to be used.

Volunteers must follow the agreement, if you don't, East Sussex County Council will not be able to insure you.



Guide to – Risk Assessments

Hazard – Risk – To – Likelihood – Severity

Control Measures

Revised Likelihood – Revised Severity



Risk Assessment

We all have an inbuilt ability to carry out risk assessments and we do it right throughout the day!

Before you cross the road, you look to see what traffic is on the road. You determine how fast the vehicles are going and how far away they are. You look to see how wide the road is and you determine your ability to cross the road; whether you can walk or you are on crutches and have to hobble across.

This is a simple example of risk assessment: you looked at the hazard (crossing a public road) and, based on the factors related to this hazard (number of cars present, speed of cars, width of road and ability to cross), you assessed the risk to you if you were to cross.

When it comes to volunteer weed maintenance all that is needed is to take that inbuilt ability you have to do risk assessments and apply it to your work activities.



Hazards



A hazard is something that has the potential to harm you.



In its simplest form, identifying hazards involves asking yourself “Where can people come to harm?”



Example: When crossing the road, a passing vehicle is the hazard.



Risk



The next thing you need to know about is risk. Can someone be harmed by the hazard you have identified?



“What is the chance that I will trip on my tools if I leave them lying around?”



Likelihood & Severity

Given the potential negative outcome, we often look at risk as being the combination of likelihood and severity.

In other words: “How likely is it that I will fall over my tools?” and “If I do fall over them, then what harm will I come to? Will I suffer major injuries or even be killed?”

So, you need to assess how likely it is that someone can be harmed by how you carry out your work.

And the severity. Could it cause minor cuts and bruises or serious injury?



Agreement - Appendix B

This is the risk rating from the agreement. It shows how severity and likelihood are measured.

Risk Assessment score rating													
Likelihood of harm (L)		Severity of Impact (S)		Likelihood (L)	5	5	10	15	20	25	Conclusions		
1	Very Unlikely	1	Insignificant		4	4	8	12	16	20	High (Red)	STOP! Hazard must be removed or all practicable steps are to be taken to reduce level of risk	
2	Unlikely	2	Minor - Minor Injury (no lost time)		3	3	6	9	12	15	Medium (Amber)	Risk to be controlled as far as is reasonable practicable	
3	Likeley	3	Significant - Lost Time Injury		2	2	4	6	8	10	Low (Green)	Risk to be controlled as far as is reasonable practicable	
4	Very Likelely	4	Severe - Major Injury/Over 7 day absence		1	1	2	3	4	5			
5	Almost Certain	5	Very Severe - Fatality			1	2	3	4	5			
								Severity (S)					



Control Measures Or Mitigation



You then put in place control measures which include actions that can be taken to reduce the potential of exposure to the hazard, remove the hazard or reduce the likelihood of the risk of the exposure to that hazard being realised.



Going back to the example of tripping over your tools, you may decide that the most suitable control measure is for everyone to put their tools back in one bucket once finished using.



Agreement - Appendix B

No	Hazards (potential for harm)	Who may be harmed	Initial Risk: likely result if hazard is realised	Severity (S)	Likelihood (L)	Risk Rating	Control Measures <i>Can the hazard be removed?</i>	Severity (S)	Likelihood (L)	Risk Rating
1	Extreme allergic reaction to stings or bites,	Volunteers	Anaphylactic Shock, death	5	2	10	Volunteers with known conditions should be assigned to monitoring tasks. Any known conditions and antidotes 'EpiPens' should be declared to the duty supervisor prior to starting work.	5	1	5
2	Extremes of cold & hot weather	Volunteers	Hypothermia, heat stroke, dehydration, sunburn, fatigue	3	3	9	Appropriate clothing must be provided for the prevailing weather conditions, if temperatures fall below freezing, gale force winds or thunderstorms develop then work must stop. In extreme heat, water & sun cream must be provided. If at any time a volunteer feels unwell, work must stop until temperatures normalise.	3	1	3
3	Contact with contaminated soil, hazardous waste, animal faeces and water-borne diseases	Volunteers	Lyme's Disease, Weil's Disease, Tetanus, Hepatitis B	4	2	8	Scan the area for potential risks and remove these in a safe manner prior to commencing work. If the volunteers do not have the equipment or knowledge to do this, raise the matter with East Sussex Highways and do not commence work until the risk has been removed.	4	1	4
4	Contact with needles or other sharp objects	Volunteers	Cuts or even infectious disease	4	2	8	Scan the area for potential risks and remove these in a safe manner prior to commencing work. PPE of the type recommended in the Method Statement should be worn at all times. If the volunteers do not have the equipment to safely remove any dangerous objects, raise the matter with East Sussex Highways and do not commence work until the risk has been removed.	4	1	4
5	Stepping off the pavement	Volunteers & Public	Struck by passing vehicle	4	2	8	Volunteers to work towards the carriageway edge whilst standing centrally in the footway. Work to stop and footway to be left clear for passing pedestrians.	2	1	2
6	Crossing the road	Volunteers	Struck by passing vehicle	4	2	8	The road should only be crossed at a location where traffic approaching from either direction can be clearly seen.	4	1	4
7	Manual Handling	Volunteers	Muscle sprains & Strains	3	2	6	All manual lifting to be done in accordance with the Method Statement	3	1	3
8	Tripping over tools	Volunteers & Public	Potential for trips and falls	3	2	6	All tools to be stored in a safe place away from the work area when not in use.	3	1	3
9	Hand tool use	Volunteers & Public	Abrasions and bruising	2	2	4	Tool handles to be pulled to the side of the body not directly towards the user. Spotter to ensure tool are not in use when pedestrians are passing.	2	1	2
10	Injured by broken tools	Volunteers & Public	Possible cuts and bruises	2	2	4	All tools to be checked and in good condition at the start and at least once during the shift. Any damaged or broken tools should be removed from the work area, disposed of as soon as practicable and replaced as soon as possible. If no useable tools are available, work should stop until new equipment has been sourced.	3	1	3
11	Insects and stinging plants	Volunteers	Bites & Stings	1	3	3	PPE to be worn at all times, insect repellent is recommended for all volunteers	1	1	1



Things to think about



Things to think about

Working near the highway can be hazardous due to the environment.

There are many things to think about, some of which we will go through today. However this is not exhaustive.

- Live traffic
- Working close to the public
- Lifting operations
- Hand Tools
- Holes & Height
- Falls and falling objects
- Working close to water
- Dangerous substances
- First Aid
- Visibility



Live traffic

You will be working near a live highway. It is important you are aware of your surroundings.

What could happen if you accidentally step off the pavement in live traffic?

Ensure you know the width of the pavement. There should be no need to walk backwards.

Traffic swerving to avoid something could mount the pavement causing an accident.

Don't leave anything which could fall into the road and do not stand in the road.

What is the safest place to cross the road?

Agree a crossing point between all volunteers.

What time in the day is it best to carry out weed maintenance?

Perhaps after the work/school run and not in the dark.



Working close to the public

The pavement will be open to be used by the general public.

Consideration must be given to this.

What could happen if you leave your tools around?

Could you force a member of the public into the road due to where you are working?

Although it may be easier to leave arisings where they are until the end of the day, if you leave it on the footway it will become a trip hazard?

A passing resident or fellow volunteer could trip and injure themselves.

Stop work whenever a member of the public approaches.

Sweep and bag any removed weeds on a regular basis



Hand tools

You are only permitted to use hand tools. No powered tools.

How appropriate are the tools your using?

Old, wobbly, screws missing hand tools may not be the most appropriate.

Should you ever leave your tools unmonitored?

No. Always ensure volunteers are keeping tools tidy. Never leave tools alone.

Where should tools be kept whilst working?

Volunteers could agree a monitored area to keep all tools together.



First Aid (Health)

It is important to know what to do next if the unthinkable happens.

Do you know where your nearest hospital is?

Its important to know where this is and how you would get there.

Do you know what number to call?

999 for emergencies & 111 for non-emergencies

Do your volunteers know where to find a first aid kit?

Can be handy in many situations.

Are you aware of any allergies or medical needs your volunteers may have?

For example, a volunteer may have an allergic reaction to a plant.



Safety

Are there enough volunteers to ensure no one is working alone?

No one should be undertaking weed maintenance by themselves.

Has your group taken the necessary action to protect themselves?

Gloves, goggles, sun protection.



Before During After



Before

The Declaration of Work Form must be completed at least 2 working days prior to any works being carried out. And sent to us.

This also must be submitted each time work is to be undertaken.

Declaration of Work	
This form must be completed and returned to contracts.managementgroup@eastsussex.gov.uk .	
At least 2 working days before the work commences.	
General Information	
Road Name and Parish/Town	
Date Weed Maintenance will be undertaken	
Lead Volunteer & Trained Volunteers	
Volunteers who will be involved	
Works Type	Weed Maintenance
Highway Type	Footway
Road Speed	
Location of Nearest Hospital	

Preparation for Work	
Is anyone else currently working at the site?	Yes/no If yes, works cannot start until others have left site.
Do you foresee there being any obstructions that would stop you from working?	Yes/no If yes, please explain.
Do you have the correct PPE for the job?	Yes/no If no, please explain.
Have re-read and understood the agreement.	Yes/no If no, works cannot go ahead.
Signed by Lead Volunteer	
Date Form Submitted to CMG	



During

On site work form

Must be completed when you are onsite ready to start work. But before you start.

This then must be sent back to us after works have concluded.

On Site Work Form	
This form must be completed and returned to contracts.managementgroup@eastsussex.gov.uk .	
General Information	
Road Name and Parish/Town	
Date	
Lead Volunteer	
Works Type	Weed Maintenance
Highway Type	Footway
Road Speed	
Location of Nearest Hospital	

Point of Work Risk Assessment	
Is access / egress safe?	Yes/No If no, do not start works.
In anyone else working at the site ?	Yes/No If Yes , do not start works.
Are there any obstructions stopping you from working?	Yes/No If Yes , do not start works.
Is there evidence of protected species or invasive plants?	Yes/No If Yes , do not start works.
Is your equipment fit for purpose?	Yes/No If no, do not start works.
Do you have the correct PPE for the job?	Yes/No If no, do not start works.

Main Hazards	Understood by Volunteers	Control
Slips Trips and Falls		Keep Site Tidy
Manual Handling		Use mechanical aids and good handling protocols.
COSHH		Do you have safety information, have you kept minimum quantities
Working on a Live Highway		Volunteers are not permitted to work on the Road.
Weather Conditions		Are weather conditions suitable for the task to be completed.

Lead Volunteer Checklist	
Number of Volunteers Present (inc LV)	
Number of Trained Volunteers (inc LV)	
Volunteers are working in groups of a minimum of 2	Yes / No**
Volunteers have received a safety talk before works have begun.	Yes / No**
Volunteers have walked the area and discussed any potential hazards.	Yes/ No**
Volunteers understand information outlined in the agreement.	Yes/No**
Point of work risk assessment completed.	Yes / No**
Are works Safe to Commence?	Yes / No* *If works are not safe to commence please notify ESCC why. **If answered no to any of the above, do not start works.
I confirm that I understand the hazards and controls associated with the activity. Signed by LV	



During



AREA TO BE MAINTAINED IS THOROUGHLY CHECKED FOR ANIMALS, NESTING BIRDS AND OTHER OBSTRUCTIONS BEFORE COMMENCING.



AREA SHOULD BE CHECKED FOR HAZARDOUS WASTE. AVOID CLEARANCE CLOSE TO POTENTIALLY HAZARDOUS WASTE. NOTIFY YOUR RELEVANT DISTRICT OR BOROUGH COUNCIL IF WASTE IS FOUND.



CONSIDER WHAT PPE IS NEEDED FOR EXAMPLE; GLOVES, BOOTS, HAND CLEANING MATERIAL, FIRST AID KIT. ESCC WILL PROVIDE HI-VIZ WAISTCOATS, GLOVES AND GOGGLES.



ALWAYS BE AWARE OF YOUR SURROUNDINGS.



IF AT ANY POINT YOU FEEL IT IS UNSAFE TO CONTINUE, YOU MUST STOP.



IF THERE IS AN **INCIDENT ON THE HIGHWAY**, NO MATTER HOW MINOR, VOLUNTEER TASKS MUST STOP AND THE INCIDENT MUST BE REPORTED AS SOON AS POSSIBLE TO THE HIGHWAYS CONTACT CENTRE (ON 0345 608 0193) WHO WILL NOTIFY THE APPROPRIATE OFFICERS.



After

Check that the area or path is clear of obstruction, in particular, any cut stems that may have sprung up when cuttings have been removed.

All waste or arising's must be removed from site and disposed of appropriately and in accordance with relevant legislation.

Ensure all volunteers agree works are completed and leave site at the same time.

Once works have been completed the LV must notify ESCC by emailing the **On-Site Work Form** to: Contracts.managementgroup@eastsussex.gov.uk within 2 working days.



Questions?

