Risk Assessment for Design

1	The Project									
	Project name:	Park Road, Telford JK Excavation				**Site address:**	Park Road Dawley Bank Telford TF4 2ER			
	Project number:									
	Type of work:	Japanese Knotweed Excavation								
	Client:	Homes & Communities Agency								
	Site works:	Start date:				Completion date:				

2	Project Personnel		
	Position:	**Name**	**Contact Number**
	Client:	Nick Ashcroft	07831 514684
	Project manager:	James Cooper	07918 747902
	Lead consultant:	James Cooper	07918 747902
	Site contact:	James Cooper	07918 747902

3	Site-Specific Description, Requirements and Restrictions
	Current status of site (e.g. operational, disused, unoccupied):
	Unoccupied development plot.
	Present land/building/structure uses:
	Land is not currently in use.
	Known past land/building/structure uses
	Grazing for horses.
	Works Required:
	Excavation of Japanese Knotweed and removal from site to an authorised facility, chemical treatment of Japanese Knotweed and construction of a root barrier.
	Site access arrangements/restrictions (e.g. key-holder details, hoarding, restricted access)
	The site is currently secured with Herras fencing and accessible via HCA permission only. Access to the land can be gained through a metal field gate from Park Road.
	Plans or specifications for the site and its associated structures (please record request and detail received items below)
	None. Details of underground services and structures are not known.

4	Equipment Required (including PPE)
	In-date hard hat, safety boots, safety eyewear, protective Gloves, High visibility jacket
	All equipment as necessary for excavation and transport of materials from site, to be listed in successful contractors risk assessment prior to commencement on site.
	Decontamination kits to minimise the risk of spread from personnel and machinery.
	***Delete as applicable**

5	**Risk Assessment Procedure**
	The purpose of Section 5 is to demonstrate that the reasonably foreseeable hazards and risks associated with the planned activities have been identified and assessed; and that appropriate control measures have been put in place to reduce the residual risk to an acceptable level. Where this cannot be achieved, the planned activities must NOT proceed until the level of risk can be reduced to an acceptable level by application of additional control measures. ▪ All personnel involved in the project must be aware of the Risk Assessment and a copy must be available on site. ▪ The successful contractor will be expected to undertake their own Contractor's Risk Assessment. ▪ If additional hazards are identified during the course of the site work, they should be assessed in the same manner as above. Work should not proceed until these additional assessments have been completed. The successful contractor shall supply a copy of their own Risk Assessment for the proposed works to the Supervising Officer prior to commencing on site.

5.1 Risk Assessment Key

Likelihood		Severity				
		1	2	3	4	5
		Slight Injury / Health Affect Slight Environmental Impact Slight Impact on Quality of Work	Minor Injury / Health Affect Minor Environmental Impact Minor Impact on Quality of Work	Moderate Injury / Health Affect Localised Environmental Impact Moderate Impact on Quality of Work	Major Injury / Health Affect Major Environmental Impact Major Impact on Quality of Work	Fatality Massive Environmental Impact Massive Impact on Quality of Work
1	Remote	1	2	3	4	5
2	Unlikely	2	4	6	8	10
3	Possible	3	6	9	12	15
4	Likely	4	8	12	16	20
5	Certain	5	10	15	20	25

Action to be Taken on Completion of Risk Scoring	
	Acceptable risk. No further action or additional controls are required. Existing controls should be monitored
	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of harm / damage / liability
	Risks not adequately controlled and urgent action needed. Suspend activity immediately if work in progress. Significant resources may have to be allocated to reduce the risk

(Risk (R) is defined as the consequence / severity (S) of an event multiplied by the frequency / likelihood (L) of its occurrence: so R = (S x L.)

5.2 Additional Risk Assessments and Control Measures

Hazards	Risks	Without Control Measures			Control Measures	With Control Measures			Residual Risk Acceptable (Y/N)
		S	L	R		S	L	R	
Site Work									
Contaminated Land	Unknown potential contamination (asbestos, oils, chemicals, etc) Toxic materials ingested (by mouth or skin or cuts) Tetanus (all soils)	4	2	8	• Keep tetanus inoculation current • Research what contamination may be found • Work accompanied using a buddy system • Record Contingency Plans and emergency actions • Maintain regular contacts using mobile 'phone (with remote centre if working unaccompanied) • Use safe arrival procedure • No unaccompanied work normally permitted • Wear PPE and adopt good hygiene practice	4	2	8	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of harm.
Slips, Trips and Falls	Incapacitating injury (e.g. sprained or fractured ankle) or knocked unconscious (head injury)	3	2	6	• Work accompanied using a buddy system • Maintain regular contacts using mobile phone (with remote centre if working unaccompanied) • Use safe arrival procedure • No unaccompanied work normally permitted	3	2	6	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of harm.
Stalking / Threat of assault	Shadowed by stranger or threatened with violence	4	1	4	• Notify all landowners / occupiers before accessing their property • Don't argue – vacate the site quickly and quietly • Always take a mobile phone and maintain regular contacts (with remote centre if working unaccompanied) • If you suspect you're being stalked, call the Police and move quickly to a public area or return to your vehicle: • seek help from other members of the public • Work accompanied using a buddy system • Use safe arrival procedure • No unaccompanied work normally permitted	4	1	4	Y

Cold (Hypothermia)	Progressive incapacitation, potential unconsciousness and death	3	2	6	• Wear suitable clothing • Take hot drinks in vehicle • Avoid alcohol • Limit work activities and periods to suit conditions • Use safe arrival procedure to maintain contact with office, safe arrival and fall back arrangements	3	1	3	Y
Working in Proximity of Highways									
Road Traffic Safety	Proximity to fast moving vehicles for access to site				• No unaccompanied working • Do not enter or work near any equipment that is potentially hazardous • Wear high visibility clothing and hard hat at all times.	4	2	8	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of harm.
Vegetation Clearance									
Existing Vegetation	Cuts, crushing, punctures & infection from sharp obstacles, etc	3	3	9	• When working in overgrown areas wear protective clothing. Consider using overalls, safety boots, Hi Vis jacket, safety hat, heavy duty gloves, eye protection, etc. • Never touch any clinical sharps that may be found on site (ie. needles, syringes, etc). Report these to the Project Manager or site owner for correct disposal.	3	1	3	Y
	Ingestion (dust/fumes) and skin irritation from trees and wood chip	5	2	10	• The use of proper hygiene facilities and practices to avoid contamination or infection should be employed. PPE to be used during necessary operations (ie. gloves when working with trees/shrubs). • Personnel should be informed not to ingest any twigs, leaves, fruit or berries from trees / shrubs	5	1	5	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of harm.
Excavation of Knotweed and Burial of a Root Barrier									
Exposure to buried services during excavation		5	2	10	• Contractor to identify buried services by consulting existing service drawings and relevant authority. Identify electricity cables by cat scanning and careful inspection. Prior to any	5	1	5	Risks need review and efforts made to reduce

					excavation carry out detailed investigation. • All services runs are to be clearly marked on site in conjunction with the appropriate undertakers where appropriate. • Permit to work system to be in operation if working near gas mains.				them. Costs of controls to be weighed against the likelihood of harm.
Heavy lifting		4	3	12	• Lifting plant to be used where possible. Where plant is used it should be located on solid and level platform. • All contractors and their employees, should be made aware of the HSE's manual handling guidelines and should not be carrying materials individually that could cause serious injury if dropped. The working area should be cleared of potential trip hazards so as to limit the amount of obstacles to traverse whilst moving large objects. • The use of appropriate personal protective equipment is required to be used by the Contractor's personnel (e.g. safety helmet, Hi Vis clothing, eye protection, ear defenders, safety boots, chainsaw mitts) as required by the latest appropriate Approve Code of Practice. • Good fitting gloves are to be worn when carrying materials that could cause cuts or abrasions.	4	1	4	Y
Working in an excavated area	Vehicles unaware of the presence of operatives in the excavated area resulting in accidental burial. Operatives unable to exit the excavated area safely.	5	3	15	• Clear warning signs to be erected before an operative enters an excavated area. • All drivers of machinery to be made aware of the location of excavated areas immediately following their completion. • Ensure a banksman is in place before an operative enters an excavated area. • 5mph speed limit to be observed.	5	1	5	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of harm.
Collision	Associated with working on / near footpaths during installation	5	3	15	• Keep clean all site vehicles, NHS car park areas, footpaths, etc clean. • Where necessary the risks to users of any footpaths or playing areas will be minimised by surrounding all areas of work with security fencing. • Ensure a banksman is used when plant and machinery is moving across the site • 5mph speed limit to be observed.	5	1	5	Risks need review and efforts made to reduce them. Costs of controls to be weighed against the likelihood of

									harm.
Chemical Spraying									
Exposure to toxic substances	Contact with skin Inhalation Ingestion	4	3	12	• Ensure correct PPE is worn at all times when handling chemicals • Wash hands after use and before meal breaks	4	1	4	Y