



Leicester Forest East

Parish Council

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Volunteer and Volunteer Litter-Pickers Risk Assessment

Adopted by Council March 2023

Reviewed by Council December 2023

Due for review – December 2024

This risk assessment covers any person volunteering for the Parish Council, including volunteer litter-pickers.

Hazard	Who might be harmed and How?	Existing Measures	What further action is necessary?	Action by who?	Action by when?	Done
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Lone Working.	Tree Warden – slip, trip, fall etc.	Volunteer to inform Clerk/Assistant Clerk or Premises officer face-to-face, in the Parish office before starting any activity and to inform the same when they have completed their activity.	Continued notification of Council staff.	Volunteer.	Ongoing.	Ongoing.
Falling Tree/Branches.	Volunteer – injuries to body/face.	<p>Parish Council to ensure regular tree surveys are completed and all remedial works completed in a timely manner. Also, any dangerous trees to be reported and dealt with as soon as possible.</p> <p>Volunteer must not approach a tree which they believe may be dangerous but must, instead, report it immediately to the Clerk.</p>	Continued tree surveys, remedial works and reports of dangerous trees if and when necessary.	Parish Council, Volunteer, Council staff.	Ongoing.	Ongoing.

Slips/Trips/Falls when on the Parks.	Volunteer – injury to limbs/head/body.	The parks are inspected weekly for safety. Any uneven/dangerous paths etc would be reported to the Clerk within a week, remedial action would then be taken as necessary.	Continued parks inspections.	Parish Council, Clerk, Premises officer and Play/ Parks Inspector.	Ongoing.	Ongoing.
Litter	Volunteer could be injured due to slipping on a piece of litter in the park, or a sharp piece of litter being left in the parks.	Blaby District Council are contracted to regularly empty the bins and dog waste bins on the Parish Council's two parks. They are also required to litter pick to ensure there is not a build up of potentially dangerous litter. Volunteer litter-pickers to be provided with litter-picker and equipment so they do not have to pick up litter with hands	Continued regular, scheduled, emptying of bins by Blaby District Council. Continued regular litter-picking by Blaby District Council.	Council, Clerk, Blaby District Council, volunteer litter-picker where relevant.	Ongoing.	Ongoing.

<p>Violence/Threatening Behaviour from members of the Public</p>	<p>Volunteer – physical/psychological harm.</p>	<p>Volunteer to inform Clerk/Assistant Clerk or Premises officer face-to-face, in the Parish office before starting any works and to inform the same when they have completed their works.</p> <p>Any suspicious or threatening behaviour to be reported to the Police.</p>	<p>Continued notification of Council staff.</p>	<p>Volunteer.</p>	<p>Ongoing.</p>	<p>Ongoing.</p>
<p>Manual Handling</p>	<p>Volunteer - Moving large objects such as saplings, reaching, bending or twisting. Stooping, top heavy bending (bending from the waist using the back), can lead to strained, pulled muscles, general backache.</p> <p>Cuts and grazes from sharp objects, leading to infection.</p>	<p>Volunteer not to move any large objects, including large pieces of litter.</p> <p>Assess items before they are moved for hazards such as unknown substances, sharp edges.</p> <p>Volunteer to wear appropriate</p>	<p>Continued compliance of Volunteer.</p>	<p>Volunteer and Parish Council.</p>	<p>Ongoing.</p>	<p>Ongoing.</p>

		<p>footwear that has suitable tread and ankle support, so that they are less likely to slip whilst carrying out the activity.</p> <p>Appropriate litter-picking equipment to be supplied to litter-picking volunteers.</p>				
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