WERRINGTON PARISH COUNCIL

5. Werrington Parish Council Lengthsmans Hut Risk Assessment

Hazard and risk	People at Risk	Werrington Parish Council Controls	Additional
Slips, trips and falls from tools, equipment, hoses, cables or uneven flooring	Staff, volunteers, contractors, visitors	• Hut kept reasonably tidy; equipment stored in designated areas; walkways kept clear; spillages cleaned promptly; adequate lighting provided • Carry out regular housekeeping checks. Do not leave tools/equipment in access routes. Repair damaged floors	
Cuts and puncture wounds from hand tools such as spades, forks, shears, saws and blades	Staff, volunteers, contractors, visitors	• Tools stored securely with sharp edges/blades protected where practicable. Tools inspected before use. Appropriate gloves required. • Install suitable tool storage/racking. Keep sharp tools secured and inaccessible to unauthorised persons.	
Falling or unstable equipment from shelves/racking	Staff, volunteers, contractors, visitors	• Heavy items stored at low level. Shelving used only within its safe capacity. • Secure shelving/racking to the structure where appropriate. Store heavier items below shoulder height. Carry out periodic inspection.	
Manual handling of machinery, tools, bags of materials or other heavy objects	Staff, volunteers, contractors, visitors	• Avoid unnecessary lifting where possible. Staff instructed in safe lifting techniques. Heavy items stored to minimise lifting from floor level.	

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		• Assess particularly heavy/awkward items individually. Use trolley or other suitable aid where practicable	
Use of petrol-powered machinery such as mowers, strimmers, blowers or chainsaws	Staff, volunteers, contractors, visitors	• Equipment operated only by trained/competent persons. Manufacturer's instructions followed. Machinery maintained and inspected. PPE used as appropriate. • Maintain records of training/competence and servicing. Defective equipment taken out of service immediate	
Fuel storage / petrol or other flammable liquids	Staff, volunteers, contractors, visitors	• Fuel not stored in hut but in event of emergency the following applies • Where fuel is stored, it is kept in suitable approved containers, away from ignition sources. No smoking or naked flames. • Storage kept to the minimum reasonably required. • If stored - Confirm fuel quantities and storage arrangements comply with applicable requirements. Keep a suitable spill kit available. Display appropriate warning signage	
Fire from fuel, electrical equipment, batteries, machinery or other combustible materials	Staff, volunteers, contractors, visitors	• Combustible materials kept away from ignition sources. Electrical equipment maintained. Suitable fire extinguisher(s) provided where required.	

		• Arrange periodic inspection of electrical equipment. Keep emergency access/exit clear.	
Electrical shock / defective electrical equipment	Staff, volunteers, contractors, visitors	• Electrical equipment visually checked before use. Damaged cables/plugs taken out of service. Equipment suitable for the environment. • Arrange appropriate inspection/testing of electrical installation and equipment. Avoid overloading sockets or using unsuitable extension leads.	
Battery charging for cordless tools/equipment	Staff, volunteers, contractors, visitors	• Chargers used in accordance with manufacturer's instructions. Batteries inspected for damage. Charging area kept clear of combustible materials. • Establish designated charging area. Do not charge visibly damaged batteries. Follow manufacturer's charging/storage requirement	
Poor lighting inside or around the hut	Staff, volunteers, contractors, visitors	• Lighting provided to allow safe access and work. • Check lighting regularly and replace failed lamps promptly. Provide suitable external lighting where needed.	
Unauthorised access, particularly by children from the playing fields	Children, members of public, visitors	• Hut kept locked when unattended. Tools and machinery secured. • Maintain secure locks. Do not leave keys accessible.	

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Weather-related hazards, including water ingress, damp, ice or flooding	Staff, volunteers, contractors, visitors	• Hut and surrounding area visually checked. Defects reported. • Inspect roof, gutters, doors and flooring periodically. Keep electrical equipment away from water	
Lone working when accessing or working in the hut	Staff, volunteers, contractors, visitors	• Staff should inform another person when working alone where practicable. Mobile phone available. • Establish a simple lone-working procedure, including check-in arrangements for higher-risk activities. Avoid lone working for hazardous tasks where possible	
Poor housekeeping / accumulation of combustible materials	Everyone	• Waste and redundant equipment removed. Storage areas kept orderly. • Conduct periodic housekeeping inspections. Remove unnecessary combustible materials, waste oil, packaging and rubbish	
Security/theft or misuse of equipment	Staff, organisation, public	• Hut locked when unattended. Equipment stored securely. • Maintain suitable locks/security. Keep an inventory of valuable machinery and tools. Consider secure anchoring for high-value equipment.	
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