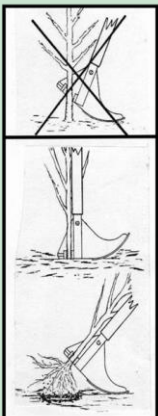


Updates to Brushcutters and Scrub-Clearance and Coppicing with Hand tools Safe Working Procedures (SWPs)

The main change to the Brushcutters SWP was the inclusion that all operators must have appropriate training and qualifying “ticket” – either NPTC or Lantra. Verbal instructions from a suitable person with certificate of competence is not on its own sufficient.

The Scrub-Clearance and Coppicing with Hand tools SWP was reformatted and explicit advice given with pictures for using tree poppers. Further advice was also given for the positioning of sharp hand tools.



Contact the H&S Manager or your Primary Contact for copies of the updated SWPs.

Volunteer health and safety newsletter

The purpose of this quarterly Health and Safety Newsletter is to communicate key updates on health and safety to our Volunteers. If you have any comments, questions or suggestions for the Newsletter please contact Justin Tyas, H&S Manager – contact details below.

Dynamic Risk Assessment

What is a Dynamic Risk Assessment (DRA) and when is it used?

A Dynamic Risk Assessment (DRA) is a process in which workers/volunteer leaders (*Responsible Person*) continually assess the hazards and risks in their environment. They are commonly those that work or volunteer in rapidly changing and/or high-risk environments or situations. For example, working at height, using power tools, over deep water or leading a work party.

What is the purpose of DRA?

Conducting a DRA allows the Responsible Person to identify the risks associated with their working environment and establish what they can do to avoid harm to themselves and others. They are designed to complement a formal risk assessment (and safe working procedures) and help the Responsible Person to identify and control those hazards that could not be reasonably foreseen.

What are the benefits of DRA?

DRA is the continuing assessment of risk in a changing environment during a task or activity. It is a process of determining the nature of the risk and what the response should be i.e. does the task need to be stopped, modified or further precautions put in place to protect people. DRAs are also useful in managing and communicating risks and precautions to others. For example, a work party leader briefing volunteers during an activity.

How does the Trust use DRA?

The Trust has a single DRA form that is adaptable – the level of potential detail required will depend upon the risk profile such as activity, site constraints and circumstances, level of competency of participants etc. The DRA form is designed to lead the Responsible Person through the process and can be used support task and activity briefings.

Safety doesn't happen by accident



DRAs are always required for volunteer work parties / when power tools are used and other significant situations facing the Responsible Person.

Volunteers leaders should submit completed DRA forms (scanned and emailed or in hard copy) at the end of each month to their primary staff contact – they will then save the form on your behalf

Volunteer Health and Safety SharePoint site

SharePoint is a web-based collaborative platform that integrates natively with Microsoft Office. Launched in 2001, SharePoint is primarily used as a document management and storage system. The Trust is developing a Health and Safety SharePoint site as one way of sharing essential health and safety information such as Safe Working Procedures with our volunteers.

The site will be launched formally in 2023 with volunteers invited by e-mail to join the site. We appreciate not everyone will necessarily have the technology to access the site but it is another way of sharing key information with our volunteers.

Event safety: Extreme weather planning

Most large events are planned many months in advance but smaller scale events may be planned with less time and sometimes on a reoccurring basis. If all, or part, of the event is outdoors, then contingency or cancellation procedures should be in place in case the weather is extreme or unsuitable. In addition, the coronavirus (COVID-19) pandemic has shown that there may be other reasons for cancelling or rescheduling events.

The Trust has developed new guidance from event safety and extreme weather planning and contingency. Contact the Health and Safety Manager for further information.

Icy conditions and winter weather

Slip and trip accidents increase during the Autumn and Winter season for a number of reasons: there is less daylight, leaves fall onto paths and become wet and slippery and cold weather spells cause ice and snow to build up on paths. According to the Health and Safety Executive (HSE) issues to consider during the winter are:

- Lighting
- Wet and decaying leaves
- Rain water, ice and snow
- Gritting

Read the [HSE article](#) for further information

SharePoint



Volunteer Health and Safety



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