



# RISK ASSESSMENT – CORONAVIRUS

Canal: Grand Union Canal, Wendover Arm	Site address: Little Tring, Hertfordshire, HP23 4NR		All work to be carried out with accordance with HSE Guidance note HSG150
Work Location: Little Tring to Whitehouses	Operation: Brick/block laying, concreting, vegetation control, fencing & related tasks	RA Sheet No: WATRA 17	Date Task Starts: To be confirmed

**Likelihood (L):**

1	VU	Very Unlikely
2	UL	Unlikely
3	L	Likely
4	VL	Very Likely
5	AC	Almost Certain

**Severity (S):**

1	NM	No injury, near miss
2	MI	Minor injury, no time lost
3	>3d	Time off work more than 3 days
4	MI	Major Injury
5	F	Fatal

**Risk Value = LxS**

**Risk Level: High / Medium / Low**

AC	5	10	15	20	25
VL	4	8	12	16	20
L	3	6	9	12	15
UL	2	4	6	8	10
VU	1	2	3	4	5
	NM	MI	>3D	MI	F

Note: This risk assessment only addresses the coronavirus risks. All other risks are considered elsewhere.

Text in Green is taken from government/HSE/IWA/CRT guidance.

List of Sections		See Also:	Final Risk Level
1	Travel to site	<p style="text-align: center;"><b>Health and Safety Executive Short Guide: Working safely during the Coronavirus outbreak</b> <a href="https://www.hse.gov.uk/news/assets/docs/working-safely-guide.pdf">https://www.hse.gov.uk/news/assets/docs/working-safely-guide.pdf</a></p> <p style="text-align: center;"><b>Government Guidance: New guidance launched to help get Brits safely back to work</b> <a href="https://www.gov.uk/government/news/new-guidance-launched-to-help-get-brits-safely-back-to-work">https://www.gov.uk/government/news/new-guidance-launched-to-help-get-brits-safely-back-to-work</a></p> <p style="text-align: center;"><b>COVID-19: guidance for first responders</b> <a href="https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov">https://www.gov.uk/government/publications/novel-coronavirus-2019-ncov-interim-guidance-for-first-responders/interim-guidance-for-first-responders-and-others-in-close-contact-with-symptomatic-people-with-potential-2019-ncov</a></p> <p style="text-align: center;"><b>Working safely during COVID-19 in in construction and other outdoor work</b> <a href="https://assets.publishing.service.gov.uk/media/5eb961bfe90e070834b6675f/working-safely-during-covid-19-construction-outdoors-110520.pdf">https://assets.publishing.service.gov.uk/media/5eb961bfe90e070834b6675f/working-safely-during-covid-19-construction-outdoors-110520.pdf</a></p> <p style="text-align: center;"><b>IWA Guidance Note: Restoration &amp; branch work parties during coronavirus</b> <a href="https://www.waterways.org.uk/waterways/restoration/restoration_resources/technical/covid_19_guidance_note_for_restoration_groups_v3">https://www.waterways.org.uk/waterways/restoration/restoration_resources/technical/covid_19_guidance_note_for_restoration_groups_v3</a></p> <p style="text-align: center;"><b>CRT Guidance: Coronavirus Risk Assessment materials</b> <a href="https://canalrivertrust.org.uk/enjoy-the-waterways/safety-on-our-waterways/coronavirus/coronavirus-risk-assessment-materials">https://canalrivertrust.org.uk/enjoy-the-waterways/safety-on-our-waterways/coronavirus/coronavirus-risk-assessment-materials</a></p>	M
2	Arrival on site		M
3	Information to volunteers		M
4	Emergency procedures		M
5	First-aid provision		M
6	Moving around the site		M
7	Vegetation control		M
8	Multi-person tasks, such as lifting		M
9	Use of shared tools and equipment		M
10	Driving plant		M
11	Meal/tea breaks. Using site toilet.		M
12	Use of site storage hut.		M
13	Illness during work party		M
14	Handling materials (blocks, bricks etc.)		M
15	Site mixing concrete/mortar.		M
16	Brick laying, cleaning existing brickwork		M
17	Laying blinding layer		M
18	Laying reinforcing mesh & 20mm dowels		M
19	Laying hollow blocks		M
20	Using concrete poker (strimmer-based type)		M
21	Excavation for underpinning		M
22	Using ready-mix concrete		M
23	Work in Whitehouses sump		M
24	Placing concrete floor beams over sump.		M
25	Bank lining with Bentomat		M
26	Bed lining		M
27	Installing fencing		M



No.	TASK	HAZARD	WHO IS EXPOSED AND HOW	RISK LEVEL				CONTROL MEASURES	NEW RISK LEVEL				FURTHER ACTION
				L	S	R V	RL		L	S	R V	RL	
1	Travel to site	Coronavirus	Volunteers Risk of infection	3	5	15	H	If you have a clinical thermometer, take your temperature before leaving home and if the temperature is elevated (above 38°C) stay at home. Do not attend site if you are showing any of the symptoms of coronavirus. Travel to site in individual vehicles, do not share vehicles.	1	5	5	M	Do not attend site if feeling unwell, you have a positive coronavirus test result or anybody in your household is self-isolating. Do not attend site if you are in the clinically extremely vulnerable or the clinically vulnerable group. Those over 70 that are not otherwise clinically vulnerable can attend work parties.
2	Arrival on site	Coronavirus	Volunteers, members of the public. Risk of infection	3	5	15	H	If the site entrance is gated and locked, wear gloves when opening gate and unlocking padlock. Clean hands with hand sanitiser on arrival. Keep 2m apart where possible. Avoid face to face contact. Minimise time on towpath. Wear face mask when on towpath.	1	5	5	M	When on towpath wear mask and step aside if member of public approaches.
3	Information to volunteers	Coronavirus	Volunteers, members of the public Risk of infection	3	5	15	H	Provide an induction in the open Keep 2m apart where possible and do not obstruct public access routes (towpath). Wear face mask when working within 2m of another volunteer. Display Government compliance notice. Provide signs and posters to remind volunteers of precautions; <ul style="list-style-type: none"> <li>Avoid touching face</li> <li>Keep 2m apart</li> <li>Wash hands regularly</li> <li>Clean shared areas</li> <li>Catch coughs and sneezes in a tissue, and dispose tissue, or sleeve and wash hands</li> </ul>	1	5	5	M	Discuss the arrangements with volunteers and get feedback to allow control measures to be reviewed. Continue discussions as changes arise due to lock-down restrictions or guidance changes or if the current measures are not working. Limit size of work parties, initially to 8 persons, although this number to be kept under review.
4	Emergency procedures	Coronavirus	Volunteers Risk of infection	3	5	15	H	Review emergency procedures and assembly point(s) to make sure social distancing can be achieved Inform volunteers of any changes to emergency procedures	1	5	5	M	In an emergency team leader blows whistle (as currently) but on assembly keep 2m apart.

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5	First-aid provision	Coronavirus	Casualty, first-aiders. Risk of infection	4	5	20	H	Self-treat where possible. Provide first-aiders with PPE, face mask, latex gloves and disposable apron. Call emergency services. If CPR required, use AED & do compression only CPR. Only perform mouth-to-mouth resuscitation on children using a resuscitation face shield. Use AED if required.	1	5	5	M	First aider should monitor themselves for symptoms of Covid-19 after treating casualty.
6	Moving around the site	Coronavirus	Volunteers. Risk of infection	3	5	15	H	Keep 2m apart where possible. Wear face mask when on towpath/public footpath or within 2m of another volunteer.	1	5	5	M	
7	Vegetation control	Coronavirus	Volunteers, members of the public. Risk of infection	3	5	15	H	Keep 2m apart where possible. Wear face mask if essential to work within 2m of another volunteer. Avoid face to face contact, work side by side or back to back. Wash hands regularly with hand sanitiser. Set up work groups and keep them together (cohorting). Wear suitable gloves. Remind volunteers to wash clothes regularly.	1	5	5	M	Monitor activities and move groups apart. Only work to maintain 2m towpath width to take place on towpath. Monitor the numbers of members of the public using the area and make a decision whether to continue the activity
8	Multi-person tasks, such as lifting.	Coronavirus	Volunteers. Risk of infection	3	5	15	H	Set up work groups and keep them together (cohorting). Avoid face to face contact where possible. Wear face mask if working within 2m of another volunteer.	1	5	5	M	Use excavator bucket or wheelbarrow wherever possible. Where not possible, minimise distance carried by 2 people. Do not compromise manual handling regulations to maintain >2m.
9	Use of shared tools and equipment	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Clean tools and equipment at start of day and on change of user. Issue tools for individual use during the day. Avoid touching face. Wash hands regularly with hand sanitiser. Wear gloves.	1	5	5	M	

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10	Driving plant	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Clean shared area of plant before first use and on change of user. Keep cab windows open to allow ventilation Avoid touching face Wash hands regularly with hand sanitiser Wear gloves	1	5	5	M	Only one driver/machine/day.
11	Meal/tea breaks. Using site toilet.	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Clean toilet before use. Clean chairs before use. In good weather, sit outside >2m apart. In poor weather, maximum 3 people in shelter or new welfare hut (each). If necessary, reduce to maximum 2 people. Staggered break times. Wash hands with soap and hot water or hand sanitiser before & after using facilities. No sharing of utensils. Volunteers bring their own food/drink.	1	5	5	M	Monitor breaks to avoid overcrowding.
12	Use of site storage hut.	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Only one person inside at a time. Keep door open to allow ventilation. Wear gloves	1	5	5	M	
13	Illness during work party	Coronavirus	Other volunteers Risk of infection	3	5	15	H	Make arrangements for self-isolation Advise volunteer to go home and stay at home in self-isolation for 7 days Volunteer should order a coronavirus test at <a href="http://www.nhs.uk/coronavirus">www.nhs.uk/coronavirus</a> or dial 119 Call emergency services if required.	1	5	5	M	Monitor volunteers for signs and symptoms during the work party Keep a record of volunteer attendees If a volunteer falls ill during or after work party, contact all attendees. If a volunteer is subsequently tested positive, notify any volunteer who came in contact to self-isolated for 14 days.
14	Handling materials (blocks, bricks etc.)	Coronavirus	Volunteers. Risk of Infection	2	5	10	H	Use block/brick grab to load. Wear gloves. Wear face mask if working within 2m of another volunteer.	1	5	5	M	

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15	Site mixing concrete/mortar.	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	1 person loading mixer, 2nd adds cement/lime/water whilst 1st rests. Barrow driver maintains 2m separation whilst barrow loaded, loader steps back whilst barrow removed. Wear face masks & eye protection (cement/lime dust).	1	5	5	M	
16	Brick laying, cleaning existing brickwork	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Either maintain 2m separation or else only one person laying bricks.	1	5	5	M	Wear face masks if risk of working <2m from another volunteer.
17	Laying blinding layer	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	One person tips concrete, another spreads it.	1	5	5	M	Wear face masks if risk of working <2m from another volunteer
18	Laying reinforcing mesh & 20mm dowels	Coronavirus	Volunteers. Risk of Infection	2	5	10	H	If reinforcing mesh is >2m then two-person lift, if >1.4m 2 person lift at diagonal corners, if <1.4m one-person lift.	1	5	5	M	Wear face masks if risk of working <2m from another volunteer
19	Laying hollow blocks	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Too heavy/awkward for single person lift. Lifting tools bring users within 2m. Wear face masks.	1	5	5	M	
20	Using concrete poker (strimmer-based type)	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Use by 2 people brings them within 2m. Wear face masks. Same team for whole day. Clean machine before use.	1	5	5	M	Use other (large) poker type where possible (motor sits on ground).
21	Excavation for underpinning	Coronavirus	Volunteers. Risk of Infection	2	5	10	H	1 person working at a time.	1	5	5	M	Wear face masks if risk of working <2m from another volunteer

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22	Using ready-mix concrete	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Multiple ready-mix deliveries create the need to deal with a large amount of concrete quickly, making even 1m separation impossible. Single deliveries do not have the same time pressures. <b>Single deliveries only, no multiple ready-mix deliveries.</b> Tip from dumper direct into formwork (no wheelbarrowing). Small/medium sized areas only. Spread using rakes & shovels from sides. See task 20 for pokers. Wear face masks & eye protection.	1	5	5	M	Team leader to dynamically (i.e. continuously) risk assess task as it progresses.
23	Work in Whitehouses sump	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Only one person in sump at a time. Volunteers near sump to wear face masks (to protect person in sump).	1	5	5	M	
24	Placing concrete floor beams over sump.	Coronavirus	Volunteers. Risk of Infection	2	5	10	H	Use excavator to lift into place with one person holding each end of beams (nominal 2.9m long).	1	5	5	M	
25	Bank lining with Bentomat	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Use existing clamping beam but with max 3 people to maintain >2m separation. Wear masks to protect persons below.	1	5	5	M	
26	Bed lining	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Unroll bed mat with excavator.	1	5	5	M	Wear face masks if risk of working <2m from another volunteer.
27	Installing fencing	Coronavirus	Volunteers. Risk of Infection	3	5	15	H	Use excavator bucket (if available) to drive posts in. Otherwise use post thumper – two-person job (<2m), wear face masks & work gloves. Rails (3m long), handle & install by two people, maintaining >2m. If wire installed, tension at one post whilst securing at previous post, maintaining >2m.	1	5	5	M	

<b>CAN THE JOB PROCEED?</b> <i>(Tick one box)</i>	<input type="checkbox"/>	Safe using existing control measures	
	<input checked="" type="checkbox"/>	Safe using existing + additional control measures	
	<input type="checkbox"/>	Not safe to proceed	
<b>ARE THERE ANY LONG-TERM CONTROLS?</b>	Carry out a dynamic Risk Assessment when you arrive on site and adapt the Risk Assessment to suit any changes that may have occurred, particularly weather conditions.		
<b>ASSESSED BY:</b>	Name: Mike Wright	 Recoverable Signature  <hr/> Mike Wright H&S Coordinator Signed by: M Wright signature	Date: 1/8/2020
<b>AUTHORISED BY:</b>	Name:	Signature:	Date:



## Guidance on Completing a Risk assessment

Part of managing health and safety on site is controlling the risks in the work place. You need to think about what may cause harm to people and decide whether you are taking reasonable steps to prevent that harm. This is known as a risk assessment and is something that you are required to carry out by law.

A risk assessment is not about creating huge amounts of paperwork, but rather about identifying sensible measures to control the risks in your workplace.

Think about how accidents and ill health could happen and concentrate on real risks – those that are most likely and which will cause the most harm.

## Definitions

- **Hazard:** Anything that may cause harm, such as chemicals, electricity, working at height or near water, uneven ground, plant and tools.
- **Risk:** The chance, high or low, that somebody could be harmed by these and other hazards, together with an indication of how serious the harm could be

## Steps to writing a Risk assessment

For any task or activity to be undertaken;

- Identify the hazards. Think about the activities, processes or substances that could injure your volunteers or harm their health.
- Decide who might be harmed and how. For each hazard you need to be clear who might be harmed, volunteers and others not carrying out the task.
- Evaluate the risks (how likely is the hazard to cause harm and what would the severity be) and record the findings.
- Decide on controls to reduce the risk. What can be done to reduce the risk, you do not need to eliminate the hazard. The aim is to reduce the likelihood of the risk, the severity will always remain the same. Use the hierarchy of control known as ERICPD;

**Eliminate** –the safest control measure is to eliminate the hazard completely, such as folding lamp posts to eliminate working at height to change a light bulb.

**Reduce or Substitute** – if the hazard cannot be eliminated can it be reduced, such as using a less hazardous chemical for an activity.

**Isolate** – in this case the hazard is isolated with the aim to protect the work force, such as separate plant and pedestrian routes on site, or edge protection to a steep drop or water's edge.

**Control** – This is where we consider organizational and technical controls such as safe systems of work, procedures, training, supervision, ventilation, machine guards, safety devices and tools to carry out the task.

**Personal Protective Equipment** – such as wearing suitable and well-maintained gloves, eye protection and respirators.

**Discipline** – make sure that all controls are monitored reviewed and enforced.

- Record your significant findings. Make a record of the hazards, how people may be harmed and what you have in place to control the risks. Any record should be simple and focused and communicated to everyone involved in the task.
- Review your assessment and update if necessary. If there have been any significant changes or improvements need to be made. Consult your volunteers. Learn from any accidents or near misses.