

## Health and Safety Plan

Date of task	Adhoc work parties of no more than 2 hours duration, limited to a maximum of 6 invited participants following the Bristol City Council protocol <a href="https://www.bristol.gov.uk/documents/20182/3589896/Covid19+Group+Social+Dist+Vol+Protocol+-+29+March+2021.pdf">https://www.bristol.gov.uk/documents/20182/3589896/Covid19+Group+Social+Dist+Vol+Protocol+-+29+March+2021.pdf</a>
Location address (be accurate)	Troopers Hill Local Nature Reserve, Troopers Hill Woodland and Troopers Hill Field, St George
Time task commences	Start time to be advised to participants only. Times will be chosen for lightest footfall on the site
Time task finishes	Maximum of 2 hours after start time for participants, extra time will be spent by organisers with admin, disinfecting tools if necessary, etc.
Method statement (briefly state): what activity you are carrying out and how? Mention all activities)	<ol style="list-style-type: none"> <li>1) Pull or cut bramble, bracken, gorse, Himalayan balsam, broom, saplings etc throughout the site in accordance with the Management Plan. <a href="http://www.troopers-hill.org.uk/plan/">www.troopers-hill.org.uk/plan/</a> Cutting will be done using loppers or secateurs or, for thicker stems, pruning or bow saws. Cuttings to be stacked on site for composting in agreed areas. Dense areas of growth will be avoided from March to September, to prevent the disturbance of nesting birds. Cuttings will be moved to the composting areas in 1 ton gravel bags or with a hayfork.</li> <li>2) Litter picking throughout the site. Litter pickers and plastic bags or buckets will be used. Full bags to be left by litter bins for Parks staff to remove or taken to volunteers' homes to add to their domestic refuse.</li> </ol>
Approx. number of volunteers	Maximum of 6 including the leader
Nearest A&E hospital	BRI
Appointed persons:	
Health & safety person	Any of the members of Friends of Troopers Hill qualified to lead work parties
First aid person (if present)	Any of the members of Friends of Troopers Hill qualified to lead work parties who have attended a first aid course.
Tools & equipment person (if appropriate)	Any of the members of Friends of Troopers Hill qualified to lead work parties
Risk assessment and H&S plan written by	Susan Acton-Campbell
Date written	27/3/21

To be completed by Bristol City Council Parks Officer

Authorized by (Operations Coordinator): .....

Signed:.....

Date:.....

Risk assessment attached?    Yes        no   

To volunteer/group health and safety rep: This form must be handed in to the Operations Coordinator for the site before the activity takes place.

