

HUGHENDEN PARISH COUNCIL - SEPTEMBER 2014

Effective from the 9th September 2014 as RESOLVED at a Council Meeting of that date

SPEEDWATCH RISK ASSESSMENT QUESTIONS AND ON-SITE CHECKLIST

To keep the layout down to the minimum, [H] relates to 'Hazard identification', [M] to 'Control Measures/Action, and [C] to "Comments':

- [H] Are there any sight-line difficulties? Does the position of the CSW cause any difficulties? [M] CSW device is not to be located on or near a bend or busy junction; Hi-vis jackets must be provided; Volunteers must wear jackets at all times. [C] NO if sight-line difficulties
- [H] Location. [M] The scheme is not suitable for use in the vicinity of an existing speed camera. [C] Not applicable
- [H] Parked cars and other private property. [M] Ensure the device and sign are not placed near parked cars or private property. [C] Assess on day of commencement
- [H] Is the presence of road works causing difficulties? [M] If so, do not operate CSW at this location. [C] If road works are taking place NO Speedwatch will take place
- [H] Injuries when erecting or packing away the CSW equipment. [M] CSW is attached to tripod securely. Volunteers are advised to use the CSW according to manufacturer's guidelines. They are not to leave the CSW unattended, and must ensure footways are not blocked. [C] Procedure to be observed
- [H] Injuries to volunteers. [M] Hi-vis jackets are provided. These must be worn during the operation, setting up and packing away the equipment. Volunteers must NOT stand in the road at any time. [C] Procedure to be observed
- [H] Bad weather conditions. [M] CSW will not be operational during bad weather periods – e.g. fog, mist, snow, sleet, ice, heavy rain, storms. [C] WILL NOT be operational during foul weather
- [H] Monitoring. [M] Monitoring to be undertaken by a minimum of 2 volunteers at any time. It is essential that at least one person is equipped with a working mobile phone. [C] Procedure to be observed
- The roadside document to be completed before starting includes:
 - Date, Day, Village, Road name, Speed limit, Direction of travel, Names of volunteers, and who presented the Safety briefing
 - All persons using the equipment must be trained in its set-up and use. The risk assessment must be completed for each site on each occasion before starting