



# BDAAS WATER BAILIFF - TASK RISK ASSESSMENT



ALL VENUES

ASSESSOR:

G K LENTHALL

Date:

1<sup>st</sup> April 2022

DESCRIPTION OF WORK UNDERTAKEN	HAZARD/RISK	INITIAL RISK EVALUATION			CONTROL METHODS TO BE CONSIDERED OR CONDUCTED TO REDUCE RISK/S	RISKS AFTER CONTROLS		
		H I G H	M E D	L O W		H I G H	M E D	L O W
<b>COLLECTING TICKET PAYMENTS AND CHECKING MEMBERSHIPS</b>	Angler refusing to pay-angler has no valid rod licence-angler fails to produce a member's book				<p>A Bailiff must carry a mobile phone with him/her at all times whilst on duty.</p> <p>When collecting day ticket/membership payments or checking if an individual has a valid EA licence, approach and speak to the angler/person in a friendly polite manner. If an angler refuses to pay or show his licence, then politely ask them to leave the venue then walk away. If an angler/person still refuses to leave or pay, then advise them that the police will be called.</p> <p>If an angler/person fails to produce a valid membership or EA licence but claims to own one the bailiff can use his discretion, however, Society and EA rules clearly state that proof of membership must be carried at all times whilst fishing.</p>			



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<b>COLLECTING TICKET PAYMENTS AND CHECKING MEMBERSHIPS</b> Cont'd	Angler refusing to pay-angler has no valid rod licence-angler fails to produce a member's book. Cont'd				If anyone becomes violent or demands you hand your monies over – NEVER PUT YOURSELF IN DANGER - WALK AWAY IF YOU FEEL THREATENED - you should then phone the Police immediately either 101 or 999.  Any incidents to be logged in the incident book with names, descriptions, and vehicle details if possible and then reported to the Society President.			
<b>PATROLING THE VENUE</b>	Weather conditions day/night slips/trips and falls. Damage Vandals and poachers				It is the bailiff's discretion to walk/patrol his/her venue regularly however he/she must do so wearing appropriate clothing and identification.  Due care is to be taken whilst walking the banks especially at night, a head torch or standard torch must be used.  If, whilst walking the banks, you see something that requires repair, then either mend or if an obstacle, remove it as soon as possible. If it is an immediate danger to users, they are to be informed and the area cordoned off. If required, call other officials to help.  If at any point you come across vandals or poachers, you are to keep your distance and call the Police/Environment Agency (0800 080706)- write down as much information you can that could help the police evidentially and the EA for incident mapping.			



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<b>REPAIRING OF PLATFORMS</b> <b>WALKWAYS</b> <b>BANKS</b> <b>CAR PARKS</b>	Weld burns Cuts Scratches Pulled Muscles Drowning				<p>The user of all tools/machinery that will be used to conduct any repair tasks must be deemed competent to do so.</p> <p>Due care must be taken whilst repairing fishing platforms, if a board needs to be changed then drop the water level to a level which is safe enough to conduct the work and raise the water levels back to normal when job is finished.</p> <p>If it is deemed necessary, then remove the broken platform from the water and carry out the work on the bank.</p> <p>Any walkway that is undergoing any work must be taped off or a sign displayed to inform anglers/visitors that it is ground under repair. If needed an alternative route to be provided and sign posted.</p> <p>Due care must be taken when working on sloping banks, weather conditions can make them slippery be mindful to have a sturdy/solid foothold.</p> <p>Due care must be taken when moving heavy items of materials to and from the work area. The correct lifting method should be used at all times.</p> <p>Due care must be taken if any materials are being dropped/delivered by vehicle, awareness of the vehicle reversing, and the dropping point must be kept clear of individuals/animals.</p>			



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<b>REPAIRING OF PLATFORMS WALKWAYS BANKS CAR PARKS. Cont'd</b>	Weld burns Cuts Scratches Pulled Muscles Drowning. Cont'd				<p>If a welding equipment is to be used, safety clothing must be worn to conduct the job in hand and the user must be a qualified welder or deemed competent to use the equipment.</p> <p>Any minor injuries sustained whilst conducting these jobs should be treated by using the first aid pack. If deemed necessary, more serious injuries to be treated at an hospital/doctors.</p> <p>All injuries should be logged in the accident report book.</p>			
<b>CHECKING WATER AND OXYGEN LEVELS.</b>	Falling in the water-risk of drowning - hyperthermia				<p>Due care must be taken when checking water and oxygen levels. Use a safe place to conduct the checks and, if possible, with others present.</p> <p>You must be deemed competent for the task and use the correct equipment.</p> <p>If you do fall in the water, change into dry clothes immediately and consume a hot drink to restore your body temperature.</p>			



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<b>STRIMMING CUTTING OF WEEDS/GRASS BANKS &amp; TRIMMING TREES AND BRANCHES</b>	Lacerations from strimming wire-items whipped up from strimmer Head-Tree's/Branches Falling-Steep slippery grass banks. Cuts/scratches Slips and falling branches.				<p>The user of any tools/equipment that will be used for detailed work must be deemed competent to use them.</p> <p>All equipment used is to be regularly serviced according to the manufacturers specification and its service period recorded.</p> <p>Due care must be taken when strimming/cutting the grass banks. Sturdy appropriate work/safety clothing must be worn, i.e., long trousers/boots/jacket/fleece/safety glasses/gloves/ear protection and he/she must use/wear a body harness to support the strimmer.</p> <p>Due care must be taken when refuelling the equipment to prevent spillage, contamination and or combustion. Spare fuel must be kept in a safe cool place until needed.</p> <p>Due care must be taken when snipping/sawing of branches. A protective helmet, safety glasses/long sleeved top must be worn in case of branches causing injury.</p> <p>Whilst using a chain saw full mandated PPE must be worn; safety hat/glasses/face visor/jacket/gloves/trousers/work boots.</p>			



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<b>STRIMMING CUTTING OF WEEDS/GRASS BANKS &amp; TRIMMING TREES AND BRANCHES. Cont'd</b>	Lacerations from strimming wire-items whipped up from strimmer Head-Tree's/Branches Falling-Steep slippery grass banks. Cuts/scratches Slips and falling branches. Cont'd				<p>Due care must be taken when using a chain saw for larger tasks. The user of the chain saw must be deemed competent in using the machine. No tree with a circumference wider than 8" is to be cut down. Any tree felling should only be done whilst the fishery is free of anglers/visitors with an exclusion zone 2.5 times the height of the tree.</p> <p>If a sit on mower is to be used the user must be deemed competent on operating the machine. A safety check must be conducted before use to ensure that all is working correctly i.e., no fuel leaks/punctures, steering and brakes are functional, and the blade is spinning freely.</p> <p>If any tool/item of machinery malfunctions, then inform an official to have it repaired or replaced.</p> <p>Any injury sustained whilst carrying out these jobs should be logged in the accident report book. The first aid pack should be used for minor cuts/scratches if deemed necessary then an ambulance called and an official informed.</p>			



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<b>ACCIDENTS</b>	All users of the venue				The bailiff must keep a well-stocked first aid kit at the venue and be prepared to administer first aid to any users of the venue or seek further medical help if required.  All injury related issues are to be recorded in the venue accident book			
<b>THUNDER STORMS LIGHTENING</b>	All users of the venue				The bailiff is to ensure that all anglers are made aware of any impending electrical storm and advise them to reel their lines in until such times as the storm has passed.			
<b>EMERGENCIES</b>	Bailiff and all users of the venue				Should the bailiff need to call the Police/Ambulance/Fire Service/Environment Agency/Council in case of an emergency at the venue he/she must ensure that the access point onto the fishery is kept clear at all times.  If possible use the What3Words grid of the fishery access point for the Emergency services.			
<b>JUNIOR ANGLERS</b>	Unsupervised junior anglers				The bailiff is to ensure that any junior angler (between the ages of 12-16) is safe to fish the water and any angler under the age of 12 is supervised by a responsible adult.			



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