

Swafield and Bradfield Parish Council

Risk Assessment - SAM 2

Background

The Parish Council purchased a SAM2 Speed Activation sign in 2019. This risk assessment covers the management of the SAM2 sign project. The project is managed by the Parish Council through volunteers (including councillors) in the community. The volunteers have been advised by the Parish Council about the site of the posts for the SAM2. These sites have been agreed with NCC Highways. They are:

1. Trunch Road, Swafield, on the northern most 30 mph sign - repeater facing south
 2. Trunch Road, Swafield, on 30 mph sign to the south of 1. - repeater facing north.
 3. Trunch Road, Swafield, on 30 mph sign to the south of 1 - repeater facing south.
 4. The Street, Swafield on 30 mph sign – repeater facing north
 5. The Street, Swafield on 30 mph the same sign - repeater facing south
 6. Mundesley Road (The Street) on new post to be installed on the bridge – repeater facing south
- It is a requirement that the SAM2 is moved every 4 weeks between the posts.
 - A log shall be kept of the places and dates the SAM2 is installed.

Risks involved and minimising those risks

- Moving the SAM2 is heavy and takes place adjacent to the highway. Volunteers must therefore work in pairs and should wear florescent jackets (as provided by Swafield and Bradfield PC) when undertaking this work.
- All volunteers shall receive initial training with the handling, movement and working of the SAM2 by the manufacturer. They should be aware of manual handling prodecures and ensure that they foo t step to near the Highway or take unnecessary risks
- A lead volunteer shall be identified. They will show new volunteers how to handle the SAM2.
- The unit shall only be transferred during daylight hours
- Unit will be charged in within the volunteer's home. Volunteer to monitor the unit and report back any issues

Other things which can be done to minimise risk

- The Parish Council will receive regular reports from the group of volunteers about any potential dangers experienced by the volunteers and will aim to minimise those risks.
- The Parish Council will receive regular reports from the volunteers of the information contained within the SAM2 on vehicle speeds and so on.

R Calvert – Clerk to the Council 9th July 2019

Date completed and by whom

Date to be reviewed – July 2020