

☰ General Details

Assessor	Nick Blake	Associated with specific area
Assessment Date	16/11/2020	
Assessment Title	Construction and other outdoor work - COVID-19 Risk Assessment	
Assessment Description	NHG staff carrying out construction and other outdoor work	

☰ Overall Current Risk

Medium



☰ Average Number of Persons Affected

25 Employees

☰ Hazards

Hazard Details	Likelihood	Severity	Risk Rating	Measures Currently in place to prevent risk of injury
<b>Covid-19</b> Thinking about the risk	Possible	Significant	Medium 	Increased the frequency of handwashing and surface cleaning. Made every reasonable effort to enable working from home as a first option. Where working from home is not possible, NHG will make every reasonable effort to comply with the social distancing guidelines set out by the government (keeping people 2m apart wherever possible). Where the social distancing guidelines cannot be followed in full in relation to a particular





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				<p>activity, NHG have considered whether that activity needs to continue for the business to operate, and if so NHG will have taken all the mitigating actions possible to reduce the risk of transmission between their staff.</p> <p>Increasing the frequency of hand washing and surface cleaning</p> <p>Keeping the activity time involved as short as possible</p> <p>Using screens &amp; barriers such as once on site utilising existing windows &amp; doors to separate people from each other</p> <p>Using back-to-back or side-to-side working (rather than face-to-face) whenever possible</p> <p>Reducing the number of people each person has contact with by using 'fixed teams or partnering' (so each person works with only a few others)</p> <p>If people must work face-to-face for a sustained period with more than a small group of fixed partners, NHG will assess whether the activity can safely go ahead.</p>
<p> <b>Covid-19</b> Who should go to work</p>	Possible	Significant	<p>Medium  </p>	<p>NHG in the first instance are finding digital or remote alternatives to physical, in-home work where possible such as video or phone consultations.</p> <p>NHG are discussing working environment and practices with householders and clients in advance to confirm how the work will be carried out, if a physical visit is needed.</p> <p>NHG and its agencies keep in touch with workers, who they might usually meet with face-to-face, on their working arrangements including their welfare, mental and physical health and personal security.</p> <p>NHG enables staff to work from home while self-isolating if appropriate.</p> <p>NHG understands and takes into account the particular circumstances of those with different protected characteristics.</p> <p>NHG involves and communicates appropriately with staff whose protected characteristics might either expose them to a different degree of risk or might make any steps within this assessment inappropriate or challenging for them.</p> <p>NHG considers the need to put in place any particular measures or adjustments to take account of its duties under the equality's legislation.</p> <p>NHG makes reasonable adjustments to avoid disabled workers being put at a disadvantage and assessing the health and safety risks for new or expectant mothers.</p> <p>NHG makes sure that the steps it takes do not have an unjustifiable negative impact on some groups compared to others, for example, those from the BAME community as well as those with caring responsibilities or those with religious commitments.</p> <ul style="list-style-type: none"> <li>•If the staff member is clinically/clinically extremely vulnerable individual and cannot work from home, they should be offered the option of the safest available on-site roles, enabling them to stay 2m away from others.</li> <li>•Consider specific duties to those with protected characteristics, including, for example, new or expectant mothers .</li> <li>•Particular attention should also be paid to people who live with clinically extremely vulnerable individuals</li> </ul>



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<b>Covid-19</b> Social Distancing	Possible	Significant	Medium 	<p>Reduced movement by discouraging non-essential trips within buildings and sites.</p> <p>Reduced job rotation and equipment rotation, for example, single tasks for the day.</p> <p>One-way systems where possible on walkways around the workplace.</p> <p>Use of signage such as ground markings or being creative with other objects to mark out 2m to allow controlled flows of people moving throughout the site.</p> <p>Sites separated into working zones to keep different groups of workers physically separated as much as practical.</p> <p>Planned site access and 'area of safety' points to enable social distancing.</p> <p>Reduced number of people in attendance at site inductions, holding them outdoors wherever possible with social distancing.</p> <p>Regulated use of high traffic areas including corridors, lifts, turnstiles and walkways to maintain social distancing</p> <p>Consistent pairing system if people have to work in close proximity, for example, during two-person working, lifting or maintenance activities that cannot be redesigned</p> <p>Only necessary participants attending in person meetings</p> <p>Meetings held outdoors or in well-ventilated rooms as an option whenever possible.</p> <p>NHG are using remote working tools to avoid in-person meetings.</p> <p>Staggered break times to reduce pressure on break rooms or places to eat</p> <p>In an emergency, , an accident, fire, or break-in, staff do not have to stay 2m apart if it would be unsafe.</p>
<b>Covid-19</b> Managing customers, visitors and contractors	Possible	Significant	Medium 	<p>Site guidance on social distancing and hygiene should be explained to visitors on or before arrival.</p> <p>Visits via remote connection/working where this is an option.</p> <p>Limiting the number of visitors at any one time.</p> <p>NHG are maintaining a record of all visitors, where practical. to aid NHS track and trace.</p> <p>Signage to inform the public as to the course of business, at entrances to the worksite to remind the public and workers to maintain social distancing and on rights of way that cross sites to remind the public to maintain social distancing.</p>
<b>Covid-19</b> Cleaning the work area	Possible	Significant	Medium 	<p>Assessment for all sites, that have been closed, before restarting work</p> <p>Cleaning carried out before restarting work</p> <p>Increased ventilation where possible</p> <p>Frequently cleaned/sanitised work areas, surfaces and equipment between uses, using usual cleaning products ensuring adequate disposal arrangements.</p> <p>Clearing of workspaces and removing waste and belongings from the work area at the end of shift.</p> <p>Specific procedures for cleaning after known or suspected cases of COVID-19</p>

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				<p>Signs and posters to build awareness of good handwashing technique, the need to increase handwashing frequency, avoid touching your face and to cough or sneeze into a tissue which is binned safely, or into your arm if a tissue is not available.</p> <p>Regular reminders and signage to maintain hygiene standards.</p> <p>Hand sanitisers in multiple locations in addition to washrooms.</p> <p>Clear use and cleaning guidance for toilets to ensure they are kept clean and social distancing is achieved as much as possible.</p> <p>Enhanced cleaning for busy areas.</p> <p>Frequent rubbish collection.</p> <p>Additional hand drying facilities where possible – either paper towels or electrical driers.</p> <p>Cleaning procedures for the parts of shared equipment that staff touch after each use, thinking about equipment, tools and vehicles</p>
<p> <b>Covid-19</b> PPE/Face coverings</p>	Possible	Significant	<p>Medium  </p>	<p>Staff continue to use PPE that they were previously using to carry out their duties.</p> <p>Staff are strongly advised to wear face covering when entering/meeting in enclosed spaces with people they normally wouldn't meet</p> <p>NHG staff are to ensure they have sufficient provision &amp; supply of the above to undertake the inspection safely (replenishment should be ordered through line management/office services).</p> <p>Staff must follow enhanced hygiene procedures when changing from a face covering to a mask, ensuring that hands are sanitized before putting on or taking off face coverings/masks</p>
<p> <b>Covid-19</b> Workforce management</p>	Possible	Significant	<p>Medium  </p>	<p>Areas will be identified where people have to directly pass things to each other, such as shared tools, materials or job instructions, and find ways to remove direct contact, for example by using drop-off points or transfer zones.</p> <p>Staff avoid congregation at bottlenecks such as entrances and exits</p> <p>Non essential travel minimised</p> <p>Consider walking or cycling where possible, if using public transport face coverings are mandatory</p> <p>Provision of clear, consistent and regular communication to improve understanding and consistency of ways of working.</p> <p>Engaging with workers through existing communication routes and worker representatives (NHG Partnership Forum, Health &amp; Safety Leadership Group &amp; Committee) to explain and agree any changes in working arrangements.</p> <p>Communication and training materials for workers prior to returning to site, especially around new procedures for arrival at work.</p> <p>Awareness and focus on the importance of mental health at times of uncertainty with assistance available if needed</p>

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 <b>Covid-19</b> Inbound and outbound goods	Possible	Significant	Medium 	Revised pick-up and drop-off collection points, procedures, signage and markings. Ordering larger quantities less often. Paired loading where more than one is needed. Drivers able to access welfare facilities when required, consistent with other guidance.