



NORTH WALSHAM TOWN COUNCIL

Grass Verge Cutting/Signage Procedure

Adopted by the Council at its meeting held on 29.10.19

At the meeting on 25.7.23 it was agreed by the Council that where safe and appropriate, temporary rewinding of the verges would be permitted.

1 Risk Assessment for Grass Verge Cutting

The Head Groundsman will carry out a risk assessment of the verge which has to be cut. This will take into account any hazards which are likely to occur during the cutting being the condition of the verge and whether there are any obstacles which could impede or cause an accident when cutting. If there are any such concerns these will be reported to the **Town Clerk**.

The aim of this policy is to provide a fair and consistent process for ground staff employees to be able to cut the grass verges with efficiency and with no hazards.

The emphasis that signage should be placed when the grass cutting is in progress on a particular verge is to safeguard pedestrians and road users.

2 Procedure to be undertaken before Grass Verge Cutting commences

It is the responsibility of the employee to ensure that the equipment that they are going to use for the grass verge cutting is working properly and requires no maintenance work to be undertaken. Should any equipment need attention it must not be used.

The employee must ensure they are wearing Personal Protective Equipment as identified in the Health & Safety Risk Assessment for Grass and Hedge Cutting pertaining to the section of wearing protective clothing.

The employee must ensure the signs are placed at the beginning of the verge and at the end of it so that members of the public are aware that this work is being carried out

The signs state **"GRASS CUTTING"**

If there is a problem before, during or after the grass verge cutting then the employee should contact the Head Groundsman straight away and report the problem who will then try and resolve it.

3 Procedure after Grass Verge Cutting

Once the grass verge cutting is complete the following should be carried out:

- removal of the grass cuttings as far as is possible from the pavement to avoid making a slippery surface for pedestrians
- remove all equipment
- lastly remove the signs as the work has been completed