

Sign cleaning

We ask for any unclean and hard to read signs belonging to Cambridgeshire County Council to be cleaned simply with soapy water.

Please only clean signs that are reachable from ground level with a brush, do not use ladders.

Examples of signs needing cleaning are below...



Litter Picking

To ensure the towns and villages in your community looks attractive and are kept clean and tidy a simple task such as litter picking can make all the difference. We ask for you to remain on footways and not to step out into the roads.

Below are just a few examples of where litter makes the area look dirty and untidy and where a simple task such as litter picking is very much needed...



Health and Safety

The Health and Safety at Work Act 1974 is the foundation of British Health and Safety Law. It imposes a duty of care on employees, including volunteers, to take reasonable care of themselves and others while working and to co-operate with their employer to achieve this.

The information presented here is given to allow volunteers to work as safely as possible. If you have any concerns or questions, please contact local.highways@cambridgeshire.gov.uk and remember, if it doesn't feel safe, don't do it!

Working around the highway

This volunteer scheme provides for working on and around footways, footpaths and bridleways, it does not provide for working on the carriageway. Volunteers should not be any closer to moving traffic than they would be as an ordinary pedestrian and they should take extra care when crossing roads.

The County Council also does not permit volunteers to work on power signs, due to health and safety implications.

Personal Protective Equipment (PPE)

PPE is equipment or clothing which is intended to protect oneself against risks to their health and safety. The County Council will not be providing PPE for this scheme and does not require volunteers to wear specific PPE, however we do advise volunteers to wear brightly coloured clothing and appropriate footwear. When cutting back vegetation we also ask for volunteers to wear gloves.

Manual Handling

Manual handling covers any transportation or supporting of a load (including pulling, pushing, carrying and moving) by hand or bodily force. Volunteers have a duty to ensure that they do not place themselves or others at risk by not following proper systems of work while acting as part of the scheme.

Slips and Trips

The Health and Safety Executive states that slips and trips were the most common cause of accidents in the workplace and account for over a third of all reported injuries lasting over three days.

We therefore ask that volunteers take particular care of where they are walking and to remain aware of their surroundings at all time.

Lone working

Working alone can significantly increase work related risks. In an ideal scenario volunteers should arrange to work with another volunteer. However, as this is not always practical volunteers should carry a mobile phone and inform someone when they are going out to work as part of this scheme.

Liability and Insurance

The County Council will indemnify volunteers in respect of any claims for loss or damage caused as a result of undertaking approved activities at approved locations and holds appropriate insurance cover to protect the interests of the volunteers and the Council itself. This indemnity will not operate in circumstances where any loss or damage was caused as a result of deliberate, unlawful or illegal actions on the part of the volunteer.

Incidents or injuries to volunteers

The County Council holds a personal accident policy designed to pay compensation for any serious disabling injuries or death suffered as a result of approved voluntary activities undertaken on its behalf. This cover will only operate in circumstances where volunteers are acting fully within the scope of approved activities at approved locations and will not operate in circumstances where volunteers act on their own accord without authority and appropriate training, deliberately or unlawfully.

In circumstances where a volunteer is injured as a result of alleged negligence on the part of the Council or its agents/employees the volunteer will be entitled to pursue a claim in negligence against the Council. The Council holds appropriate liability insurance to cover this eventuality.

Notification of incidents

Any incident, however minor, involving loss, injury or damage to any party must be reported to your Local Highway Officer (LHO) immediately upon notification or discovery. A full report relating to the occurrence will be required and any volunteers involved will be required to co-operate fully with any investigations undertaken by or on behalf of the County Council.

Community Highways Volunteer Log Sheet

Parish:

Name of volunteer	Work carried out (including location)	Date	Time out	Time back

Community Highways Volunteering Registration form 2016/17

Thank you for volunteering to help keep your parish highways maintained.

Please complete this form and return to *Cambridgeshire County Council, Highways Depot, Station Road, Whittlesford CB2 4NL* or local.highways@cambridgeshire.gov.uk to register your Parish on the Community Highways Volunteering Scheme.

Parish:.....

Email address:.....

Phone Number:.....

Postal address (if no email available):.....

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- By ticking this box I confirm that I have read and understood the Community Highways Volunteering Information Pack provided by Cambridgeshire County Council.

The information provided on this form will be used solely for the purposes of administrating the Community Highway Volunteering scheme.