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RISK ASSESSMENT AND METHOD STATEMENT

Drone surveys, Unit 3, Canal Side Business Park, Stockport

Hollins & Reed Contracting Ltd · 12 to 14 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Contracting Ltd
Site and work area	Unit 3, Canal Side Business Park, Stockport
Planned dates	12 to 14 October 2026
Customer	Thornley Vale Estates Ltd
In charge on site	Dan Hollins
Team	Two operatives: Dan Hollins leads and checks the area each morning; Priya Shah works with him.
Work	Drone surveys
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Aerial inspection. Areas: As marked on the client's site plan

Working arrangement

- Access: the floor or ground.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Unit 3, Canal Side Business Park, Stockport. Dan Hollins calls 999 and meets the ambulance.

Planned method

1 **Set up the work area**
Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 **Check the wind and weather**
Check the wind at roof height, not just on the ground, against the drone limits. Do not fly in rain, fog or low sun that hides the drone.

3 **Check your IDs and which category you fly in**
The Operator ID goes on a label on the drone; the pilot needs a Flyer ID. Work out which category this flight is in: A1, A2, A3 or Specific. Paid work does not need extra permission; the drone and where you fly decide the category.

4 **A1: near people is fine, never over a crowd**
Under 250 g or C1 you can fly close to people and over them if you have to, never over a crowd. C1 drones count as A1 until 31 December 2027, so check the CAA page if that date is near.

5 **Check the airspace on the day**
Check a drone app for restricted zones, airfields and temporary restrictions before every flight. Look for cranes, masts, wires and other aircraft near the route.

6 **Set up a clear take-off and landing spot**
Pick a flat spot away from people, plant and traffic, and barrier it off. Keep cases, cables and batteries out of walkways.

7 **Keep it in sight and under 120 m**
Keep the drone where you can see it with your own eyes the whole flight. Stay below 120 m (400 ft) above the ground under the drone. Set the height limit and return-to-home in the controller before you take off.

8 **Check the drone before take-off**
Check the props, body, camera mount, battery levels and controller link. Make sure the battery covers the flight with enough left to get back.

9 **Brief the team and the site contact**
Agree the route, who watches for people, where you land in an emergency and the word that means stop. Tell the site contact when you are flying and when you have finished.

10 **Only film what the job needs**
Point the camera at the building or site you are surveying, not at homes, gardens or people. Keep the files safe and only send them to the client by the agreed route.

11 **Fly the inspection shots**
Work through the shot list, keeping a safe gap from the roof, walls, cables and moving plant. Zoom in rather than fly closer.

12 Land if anything changes

Land or move away if people, vehicles or another aircraft come into the flight area. Stop after any fault, lost link or near miss.

13 Clear and hand back the area

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.
Wind or rain takes the drone out of control or out of sight Step 2	The pilot and people below	Allow more battery in wind and cold. Land if the weather turns during the flight.
Flying without the IDs or outside the category that covers the flight Step 3	The pilot and everyone under the flight	Keep the IDs and any certificate with you on the job. Not sure of the category: do not fly until you are.
Flying over a crowd, or flying a C1 drone after the date changes Step 4	People below	Fly beside people, not over them, whenever you can. Land if people gather under the drone.
The drone flies into restricted airspace or meets another aircraft Step 5	The pilot, people below and other aircraft	Do not trust the map in the drone alone. Get written permission from the airfield before flying in its zone.
Someone walks into the drone as it lands or trips over the kit Step 6	The team, site workers and the public	Have someone stop people walking into the spot while the drone is in the air. Keep it clear until the drone is shut down.
Losing sight or control of the drone, or meeting a low aircraft Step 7	The pilot, people below and other aircraft	Use an observer if you need to look at the screen a lot. Land if you lose sight of the drone.

Hazard	Who might be harmed and how	Controls in place
A loose prop, low battery or lost link brings the drone down Step 8	The pilot and people below	Do not fly with damage, warnings or an update you have not tested. Change batteries on the ground, never mid-job.
Nobody reacts when a person or vehicle walks into the flight area Step 9	The pilot, observer and people below	One person can stop the flight and everyone knows who. No phone calls to the pilot while the drone is up.
Filming people or private places without a reason Step 10	Neighbours, site workers and the public	Tell people nearby you are filming if it is practical. Delete footage you do not need for the job.
The drone hits the building, a cable or a crane Step 11	The pilot, the drone and people below	Do not fly into a gap or behind a wall where you lose sight of it. Re-take blurred shots while it is still safe, not at the end of the battery.
Carrying on when the ground or the air no longer matches the plan Step 12	The pilot and people below	Do not take off again until you know what went wrong. Report a serious incident to the CAA.
Debris, tools or unfinished work left in the area Step 13	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.