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RISK ASSESSMENT AND METHOD STATEMENT

Stump grinding, 4 Redwood Drive, Bramhall: rear lawn

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

Job details

Company	Hollins & Reed Tree Care Ltd
Site and work area	4 Redwood Drive, Bramhall: rear lawn
Planned dates	12 to 14 October 2026
Customer	Mrs Lewis
In charge on site	Dan Hollins
Team	Two groundworkers: Dan Hollins operates the grinder and checks the area each morning; Priya Shah works with him.
Work	Stump grinding
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Stump removal. Areas: Rear lawn, stump near the fence

Working arrangement

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

Emergency arrangements

Shout and phone 999; assemble on the front drive. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the front door, Redwood Drive. 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 **Assess the site and weather**
Check that the ground, weather, access and planned grinder suit the stump before setup. Stop if conditions change beyond the agreed method.

3 **Check the stump before grinding**
Remove loose soil, stones, metal, wire and other material from around the cutting area. Do not grind until anything that could damage the cutter or be thrown has been dealt with.

4 **Find and isolate hidden services**
Find cables and pipes before you disturb anything: drawings, then a detector. Mark what you find. Not sure what is there? Turn the supply off, or do not start. Have cables and gas isolated by the right person and prove them dead before you start.

5 **Check the weather before you start**
Stop handling grinder, screens and chip piles when the wind is strong enough to catch them. Stop in heavy rain, ice or lightning.

6 **Stabilise the grinder**
Set the grinder on the firmest level surface available and stabilise it before cutting. Keep it stable as the cutting head moves through the stump.

7 **Control vibration and noise**
Use the machine as the maker says. Note how long each person's hands are on each tool while it runs. Take the tool's vibration figure from the maker or HSE's table and check it fits how you use it. Points per hour times hours on the trigger, added up for the day, gives the exposure: 100 points is the action value, 400 is the limit. HSE's vibration calculator does the sum. Over 100, cut it with lower-vibration kit or less time, and never pass 400. Write the result down. Sharing the work does not replace this. Wear the hearing, eye, face and hand protection required by the assessment.

8 **Screen flying debris**
Set supplementary screening between the cutting head and people or property at risk. Keep the exclusion area in place while the grinder is cutting.

9 **Wait for the cutter to stop**
Keep away from the cutting mechanism until it has stopped completely. Stop and isolate the grinder before checking, clearing or moving it.

10 **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.
Poor ground or weather makes the machine unstable or the work uncontrolled Step 2	The operator, people nearby and property	Record the site decision before setup. Recheck after weather or site conditions change.
Metal, stone or loose material damages the cutter or is thrown at people and property Step 3	The operator, people nearby and property	Inspect the stump and surrounding ground by hand before starting. Keep the cutting area clear while the machine is running.
Hitting a live cable or gas pipe causes shock, fire or gas escape Step 4	The person doing the work and everyone nearby	Check again wherever the work moves. If you hit something, stop, keep clear and report it.
Wind catches the grinder, screens and chip piles and blows them onto people nearby Step 5	The team and people nearby	Check the forecast before you start and agree when the wind stops the work. Tie down or take in loose materials before you leave.
The machine moves or tips while the cutting head is engaged Step 6	The operator and people nearby	Keep the machine stable throughout the cut. Use another removal method if it cannot be stabilised.
Hand-arm vibration, noise and flying chips injure the operator Step 7	The operator and anyone nearby	Keep the grinder maintained and stop if it becomes damaged or unusually noisy. Record actual use and review the vibration exposure.
Wood chips or fragments strike a person, vehicle or building Step 8	The operator, public and nearby property	Stop if screening cannot protect the people or property at risk. Check the screen again after moving the grinder.

Hazard	Who might be harmed and how	Controls in place
The operator contacts a moving cutter while checking or clearing the grinder Step 9	The operator and anyone helping	Keep the exclusion area until the cutter is still. Never reach into the cutter area while the engine is running.
Debris, tools or unfinished work left in the area Step 10	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.