

<b>Document Title:</b>	<b>Scrub, Hedge and Tree Cutting</b>
<b>Officer:</b>	
<b>Review Date:</b>	

<b>Method Statement</b>	
<b>Title</b>	<b>Scrub, Hedge and Tree Cutting</b>
<b>Resources for Activity</b>	2-3 operatives, brush cutter, chipper, chainsaw, ladder, mobile platform, pick-up truck

1. Staff or volunteers employed in these tasks on behalf of the local council need to apply their training, manufacturer's instructions and the outcome of any risk assessment before undertaking work. The following method statement is to be seen as general advice only.
2. West Berkshire operates a street works permit scheme and anyone carrying out works in the road will legally need to apply to West Berkshire Council for permission, in advance of the works. These forms can be obtained at our website at <http://info.westberks.gov.uk/index.aspx?articleid=31032> and should be sent to the Street Works Team at [streetworks@westberks.gov.uk](mailto:streetworks@westberks.gov.uk).
3. All works on the public highway must comply with the signing, lighting and guarding requirements of S.65 of the [New Roads and Street Works Act 1991](#).
4. Any traffic management requirements, including any Portable Light Signals, must be applied for with the permit for the works, giving at least 7 days notice, unless of an emergency nature, and including a legible plan depicting each layout and sent to the Street Works email address above.

<b>Recommended Work Sequence</b>	
1.	All operatives to wear appropriate Personal Protective Equipment, e.g. safety boots, hard hat, long sleeved reflective clothing. Full chainsaw protective clothing must be worn when operating a chainsaw.
2.	Only trained personnel shall operate chainsaws.
3.	Traffic Management to be set up in accordance with procedures set out in the <a href="#">Safety at Street Works and Road Works Code of Practice</a> .
4.	Ensure site is free from overhead cables.
5.	Use mobile platform, if necessary and pole-saws in difficult to reach areas.
6.	Vehicle and hand tool emissions should be controlled by ensuring that they are only used when necessary and that engines are switched off when not in use.
7.	Hand tools and chipper should be operated for minimum periods only to limit noise emissions, especially if close to occupied property.
8.	Cut scrub using brush cutter to between 50 and 100mm above ground level.
9.	Cut tree branches into manageable sizes, load excess chippings, gorse and broom cuttings and tree branches into vehicle for removal.
10.	Collect all site waste, including packaging and other debris, which shall be taken to a licensed waste disposal site. A Waste Transfer Note must be completed.
11.	Remove traffic management.