



Health and Safety

Safe Working on or Near Roads

Minimum Standard

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Author/s	Lee McGurty
Approver	ELT Operating Committee
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1 Aims and Principles

The aim of this Government of Jersey (GoJ) Minimum Standard is to provide guidance on the steps which should be taken to ensure safe working on roads.

The standards set out in this document apply to work on both public and private roads as defined in section 3.

This Minimum Standard does not cover road construction and repair or other roadworks, including footpath closure, as defined in the [Road Works \(Specified Road Works\) \(Jersey\) Order 2018](#). Works of this nature are managed by the IHE Roadworks and Events Unit which should be contacted at roadworks@gov.je if required. In general, any works which require traffic, cyclists or pedestrians to be managed will require a Trafficworx permit and therefore will fall outside the scope of this document.

Departments responsible for carrying out work on or near roads or who engage contractors to carry out this work on their behalf, should develop their own procedures which detail the specific arrangements to be implemented.

The procedures must include the standards set out in this document or be of an equivalent or higher standard.

2 Legislation and Guidance

a) Applicable Legislation

[Health and Safety at Work \(Jersey\) Law, 1989](#)

[Road Works and Events \(Jersey\) Law 2016](#)

b) Guidance and Approved Code of Practice (ACoP)

[Approved Code of Practice – Working Safely on Jersey Roads](#)

3 Definitions

Public roads

Roads which form part of the island's road network and are the responsibility of either the Government of Jersey or the relevant Parish to maintain.

Private roads

Roads which are located on properties owned or occupied by the Government of Jersey.

Work on or near roads

This is where the work is carried out on or immediately adjacent to the road. This includes activities such as drain cleaning, surveying, road cleaning, inspections, traffic light repair, clearing fallen trees, attending road traffic collisions and other emergencies, school crossing attendants etc.

4 Who this Minimum Standard Applies to

- Government of Jersey (GoJ) and States' employees
- Voluntary staff or those on honorary contracts where there is no implied contract of employment

Where those persons:

- Are responsible for ensuring the safety of GoJ employees who carry out work on or near roads; or
- Engage contractors to carry out work on or near roads

5 Links to other GoJ Policies, Minimum Standards and Guidance

a) Policies

Government of Jersey - Health and Safety Policy

b) GoJ Minimum Standards

Risk Assessment
Personal Protective Equipment
Control of Contractors

c) Other Internal Guidance

Further guidance may be available from other departments carrying out this type of work.

For assistance with preparing internal procedures, contact should be made with your departmental Health and Safety Manager/Adviser "Professional".

6 Roles and Responsibilities

The department's procedures for managing work on or near roads must clearly set out the roles and responsibilities of all those individuals involved with the work.

Reference should be made to the Government of Jersey Health and Safety Policy for general responsibilities.

7 Identification of works on or near to roads

The first step in controlling the risks from these types of working activities is to identify each of the typical tasks carried out by employees which require them to work on or in very close proximity to the road. This may be planned tasks or work carried out in response to emergency situations e.g. road traffic collisions, removal of fallen trees etc.

Certain works, such as cleaning, branchage, surveying and tree felling could fall outside of this Minimum Standard and be subject to the requirements of the [Approved Code of Practice – Working Safely on Jersey Roads](#) where the scope is such that traffic or pedestrian management is required. It is therefore critical that this is considered when identifying types of work carried out to ensure that the correct procedures are followed in each case.

Where it is determined that the works fall within the scope of this Minimum Standard, each task should be considered separately as risks may vary considerably and therefore different controls will be required.

8 Risk Assessment and Safe System of Work

All works on or near to roads should be subject to a written risk assessment and a safe system of work should be prepared.

Typical information which should be addressed includes, but is not limited to:

- Type of road and typical usage e.g. vehicle type, peak traffic times, speed limit etc.
- Condition of the road and surrounding areas e.g. potholes, root or ground heave, unstable walls etc.
- Type of work to be undertaken
- Work equipment to be used
- The need for formal traffic management and/or advance signage
- Means of segregation from traffic e.g. cones, barriers etc.
- Signage
- Possible effects of the work on the public e.g. access on pavements impeded to users including those with disabilities, risks arising from the work itself such as trip hazards etc.
- Personal protective equipment
- Vehicle markings/conspicuity to other road users etc.
- Parking of vehicle(s)
- Time of day to determine peak traffic times, light levels etc.
- Weather and light levels

- Other measures appropriate to the planned works

Depending on the type of work being carried out, it may be acceptable to prepare a generic risk assessment for each type of work on the road e.g. surveying work, drain inspection etc. and then use point of work risk assessments to identify any hazards specific to the particular circumstances on the day.

Further information on risk assessments is available in the GoJ Minimum Standard – Risk Assessment.

Upon completion of the risk assessments, a written safe system of work should be prepared.

9 Management of Traffic and/or Pedestrians

Where the works will impact vehicles or pedestrians and controls are required to manage the risks, a Trafficworr permit will be required and the work will be subject to the requirements of the Approved Code of Practice – Working Safely on Jersey Roads.

10 Training, Competency and Supervision

The level of training required will depend on the scope of works to be carried out.

Where traffic or pedestrian management is required, the persons carrying out these works should receive, as a minimum, the Jersey Roadworks Safety Course. Further training may be required, depending on the scope of works and reference should be made to the Approved Code of Practice – Working Safely on Jersey Roads.

For other works on or near roads, as defined in this Minimum Standard, there are no formal training schemes available. However, suitable training must be provided, which is proportionate to the level of risk associated with the works being carried out.

The training will primarily be delivered in-house, in the form of safety briefings, specific job briefings and toolbox talks.

Competency of employees will depend on their training and experience and the supervision required will depend on the nature of the task and the training and experience of the persons carrying it out.

The training and supervision requirements should be determined during the risk assessment process.

11 Personal Protective Equipment (PPE)

The use of PPE is the last resort and all steps should be taken to control the risks before this is relied upon.

The primary PPE which should be used when working on or near roads is high visibility clothing.

Figure 1 illustrates the type of high visibility clothing available.

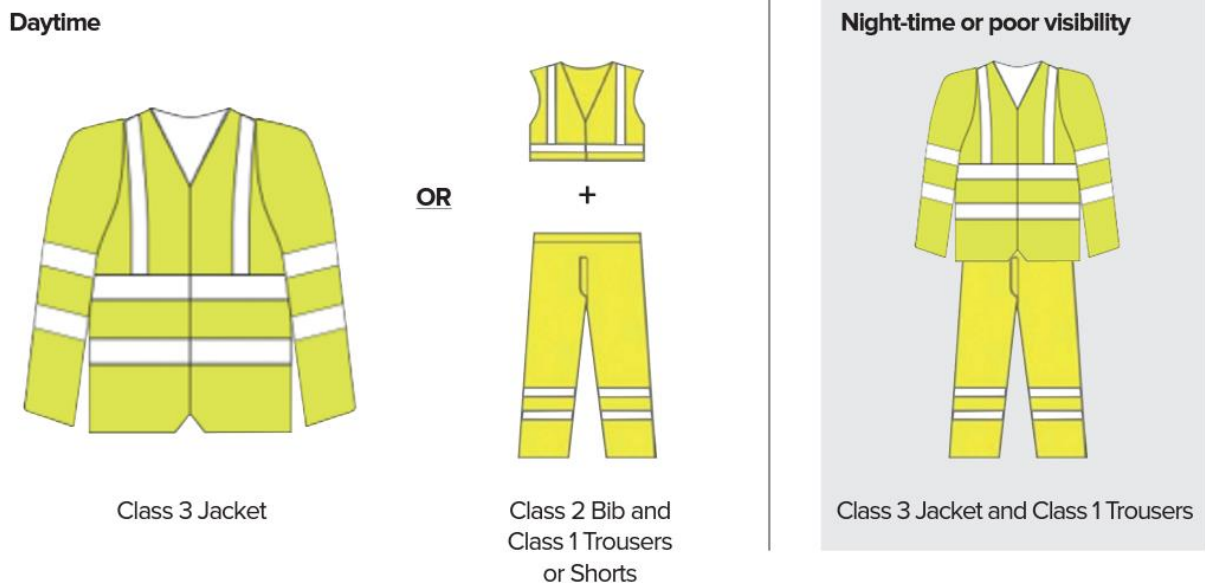


Figure 1

The clothing required should be determined as part of the risk assessment process and will depend on:

- the nature of the work being undertaken i.e. whether persons are working adjacent to or in the road itself
- the measures in place to separate the workers from traffic
- the light level available

Any high visibility clothing worn must conform to the relevant current British or European standards and must be correctly fastened and maintained in a clean and usable condition.

Depending on the work being carried out, other PPE may also be required such as safety footwear, hearing protection etc.