

# Risk Assessment

Ref No:	Mwpl004		Section:	Plants and Landscapes
Title:	Working groups activities		Assessment carried out by:	Lance Ingram
Location/ Description:	General tasks working with Plants and Landscape Dept.		Date of assessment:	12.12.2023

HAZARDS	PERSONS AT RISK	BRIEF DESCRIPTION OF RISK	PRESENT RISK			EXISTING PRECAUTIONS	ADDITIONAL CONTROLS NEEDED	ACTION BY WHOM / WHEN	Completion Date
			(L)	(S)	(SR)*				
Digging and / or planting	All persons lifting	Planting up of plants and associated material/s - potential injuries to back when lifting, potential injuries to feet from forks and spades	5	1	5	Use equipment where possible to avoid manual handling .Keeping size of root balls to a minimum and use correct manual handling techniques (see separate R.A) as to demonstrate. Wearing of steel toe caps when lifting and digging at all times.	Use jcb/digger/ lifting aids as applicable where possible/ applicable.	Relevant persons	As applicable to task
Machinery movements	All persons in vicinity	Lifting of plants in and out of enclosure and materials	4	2	8	Only trained operators. On site works as per agreement with sections. Public works in agreement with oryx 100 all prepared in advance. Site lead (initially Steve Bowers and /or Lance Ingram or other as designated and authorised)	Minimal staff/Volunteers in and around operator. Florescent jackets (if/as applicable) when in vicinity of operator where deemed necessary. Where plant material being transported then escort in front and radio contact with oryx 100 in advance as applicable.	Relevant persons	As applicable to task
Underground Services and other ground related matters	All persons digging and staff	Electrocution	1	5	5	Area checked <u>in advance</u> with CAT scanner and Services Plans and ensured no risk of contact with services (IT and Maintenance) using breaking ground document	Site Induction. Breaking ground form to be completed and signed off before works commence.	Relevant persons	As applicable to task
Contact with animals – infection with possible zoonoses (diseases transferred from animal to human)	All persons digging and staff	zoonoses (diseases transferred from animal to humans)	1	3	3	Project held both in currently non-animal. Wear gloves, wash hands before consuming any food and drink. Animal section to advise if any additional precautions.	Site Induction. No entering any animal areas unless authorised in advance.	Relevant persons	As applicable to task

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Cuts from cutting equipment.	Persons using cutting/pruning equipment and close bystanders	Cutting any part of the body with saw or blade	2	4	8	Only trained and staff to perform any cutting related tasks unless specifically agreed otherwise. Where task to be performed by group then training and signed off in accordance with relevant cutting risk assessment applicable before any works commence.	Cutting R.A and training and to be signed off before any works can commence.		As applicable to task
Group size	All persons	Too large a group could cause confinement	1	4	4	Keep groups to a maximum of 12 for Plants and Landscape (unless specifically cleared in advance for additional members). Numbers above to be specifically agreed in advance otherwise.	Monitor and always ensure supervisor/s in attendance at all times	All relevant parties	

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Various	Persons involved in activity	Wide range of tasks, some require specific risk assessments in addition to this.	3	3	9	Assess task in advance, subject to task if applicable utilise specific risk assessment as applicable to task (as utilised by P and L in their day to day works).	Assess task before and on day and apply specific R.A as applicable at most appropriate time.	All relevant parties	

To create extra rows place the cursor in the bottom right hand box and press TAB.

**Likelihood (L)** = Frequent(5) - Probable(4) - Occasional(3) - Improbable(2) - Remote(1)

**Severity: (S)** = Catastrophic(5) - Major(4) - Reportable(3) - Serious (2) - Minor(1)

**Severity of Risk (SR)** = (L) LIKELIHOOD x (S) SEVERITY

For more detailed information on how to calculate the Severity of Risk (SR) see explanation below and the supporting “Attached Information” document.

Where the **Severity of Risk\*** score (found in column **SR\***) is above 10 (**blue blocks**) you must advise your Line Manager so that appropriate corrective action can be taken to reduce the risk level. If the score is above 16 (**red blocks**) STOP the activity and refer **IMMEDIATELY** to the H&S Manager and your Line Manager to decide on the corrective action necessary.

Risk Assessment Review			
Signature of assessor:	Lance Ingram	Line Manager Signature	Lance Ingram
Date Completed:	<b>12.12.2023</b>	Date for Revision:	<b>12.12.2024</b>