

## Risk Assessment Highway Garden Sites

Company name: Claygate Parish Council

Assessment carried out by: Sally Harman

Date of next review: 1<sup>st</sup> March 2023

Date assessment was carried out: 1<sup>st</sup> March 2022

What are the hazards?	Who might be harmed and how?	What are you already doing to control the risks?	What further action do you need to take to control the risks?	Who needs to carry out the action?	When is the action needed by?	Done
Slips, trips and falls e.g. uneven surface	Public may suffer sprains or fractures if they trip over uneven surface.	<ul style="list-style-type: none"> <li>- Regular Site inspections by Cllrs and Co-opted Members to identify any risks.</li> <li>- Monthly review and appropriate action taken by gardening contractor to maintain vegetation on sites.</li> </ul>	Reminder of what to look out for to Gardening Contractor, Cllrs and Co-opted members	Councillors, Co-opted members and gardening contractor	Cllr and Co-opted site inspections every 2 months.	

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	Members of the Public may suffer injuries such as fractures or bruising if they trip on unattended materials / tools.	<ul style="list-style-type: none"> <li>- Gardening contractor is not to leave materials unattended and to inspect the site is clear of all materials and tool before leaving</li> <li>- Gardening contractor has up to £5m public liability insurance in place.</li> <li>- If injury occurs we ask those effected to call 101 or 999.</li> </ul>	Remind Gardening contractor of his duties.	Clerk	April	
<b>Falls from a height e.g. child climbs tree</b>	Public could suffer severe or fatal	Trees regularly maintained by	Review of larger tree health.	Independent assessor	May	

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	injuries if they climbed trees on HGS land.	gardening contractor & dead trees removed.  If injury occurs we ask those effected to call 101 or 999.				
<b>Falling of trees or large branches.</b>	Passer bys, vehicles or property by trees or branches falling on them.	Annual review of tree health.		Independent accessor	May	