

Risk assessment – Grounds Maintenance

All employers must conduct a risk assessment. If you have fewer than five employees you don't have to write anything down.

Company name: **MARDEN PARISH COUNCIL**

Date of risk assessment: **August 2024**

GROUND'S MAINTENANCE

Contractors have their own risk assessments and insurance which should be viewed prior to any work undertaken.

No.	Hazard Description	How could harm occur?	Who could be harmed?	Control measures to be implemented	H/M/L
1	Vehicles on highway	Being struck by errant vehicles or stepping in front of passing traffic	Cemetery Caretaker Village Caretaker	Wear correct high visibility clothing Erect warning signs Appoint a lookout Demarcate working area Use traffic management (contact Kent Highways if need this) Consider need for additional measures at each location of working Consider extra measures when working in poor weather Ensure all PPE is up to date	L
2	Working at height	Falling from ladder/height	Cemetery Caretaker Village Caretaker	Not to be undertaken as a lone worker Use ladders for access only – not for working platforms (lone workers not to use ladders) Only trained personnel to erect scaffolding and operate mobile elevated working platforms One person to hold ladder whilst in use Check ladders to any defects before use and do not use if any found.	M
3	Excavation of ground	Earth collapsing,	Cemetery Caretaker Village Caretaker	To be undertaken by contractor if required. Support or batten back sides when deeper than 1 metre Put barriers around excavation and erect warning signs Obtain details/risk assessments from grave diggers/funeral directors/stone masons.	L

No.	Hazard Description	How could harm occur?	Who could be harmed?	Control measures to be implemented	H/M/L
4	Underground cabling and overhead cabling	Electric shock Escaped gas	Cemetery Caretaker Village Caretaker	Obtain information from utility services prior to any excavation If required hand-dig (using wooden handled tools) trials holes Use contractor if cabling found Establish whether power lines or telephone cables in close vicinity of works If power lines, consult the utility company for advice If necessary, establish safety zone to ensure clearance	L
5	Personal injury / misuse of PPE	Cuts, grazes, bruising Eye injury	Employees Volunteers	Wear appropriate personal protective equipment (PPE) for task: gloves / overalls / hard hat / dust mask / protective footwear / eye protection / ear protection Follow manufacturer's instructions if using power tools Review "Control of Substances Hazardous to Health" (COSHH) assessments where applicable	L
6	Falling objects, tree branches	Head injury from falling branches	Cemetery Caretaker Village Caretaker	Check above head height for any loose branches, other objects and remove. If not possible do not undertake work and report to Parish Office Use debris netting where reasonably practicable Set up exclusion zone to ensure clearance	L
7	Wet, uneven ground	Slips, trips and falls	Employees Volunteers	Inspect site before working and make safe Maintain good site housekeeping If unable to make safe discontinue work and report to Parish Office	L
8	Litter bins	Cuts from metal/glass objects	Cemetery caretaker Village Caretaker	Bins emptied on a regular basis Wear PPE to empty bins Inspect bins for damage and repair when necessary	L
9	Manual Handling	Muscular injuries	Employees	Staff to be aware of manual handling techniques/ training given if relevant Two or more people to undertake moving of heavy items Use mechanical aids where reasonably practicable	M

No.	Hazard Description	How could harm occur?	Who could be harmed?	Control measures to be implemented	H/M/L
10	Mowing, Strimming and Hedge cutting	Cuts, bruising through misuse of equipment	Cemetery Caretaker Village Caretaker	Inspect site on regular basis Ensure all weeds are kept under control Ensure safe working if using power tools (ie following instructions/wearing PPE) Erect signage in needed (See also risk assessment for strimming/mowing)	L