

Risk Assessment



Area/Issue Being Assessed: Rose beds/Shrub Beds/Hedge Maintenance

Service:
Environmental &
Commercial
Services

Assessment Date: 1/12/23

Consultees:

Review Date:
15/12/28

Assessor:

Post:Open Space
Operations
Officer

Reviewer: 15.12.23

Post:Open Space
Manager

BACKGROUND:
ie, why is the assessment
being carried out?

Pruning/cutting back of shrubs, roses and hedges is carried out across a wide variety of Open Space settings including parks, schools, cemeteries, housing areas and council house gardens either as programmed routine maintenance or reactive maintenance. Hedges and shrubs can be a variety of different plant types, heights and widths, and can be formal shaped or informal. Roses are planted generally in formal beds, some are planted and trained against walls or on trellis work. Pruning can be done with hand pruners or powered hedge cutter.

TASK #	DETAILS OF HAZARD, ie, how might someone be harmed?	PERSON(S) AFFECTED	EXISTING CONTROL MEASURES	ADDITIONAL MEASURES REQUIRED TO MINIMISE RISK	ACTION TAKEN (Initial and Date)

TASK #	DETAILS OF HAZARD, ie, how might someone be harmed?	PERSON(S) AFFECTED	EXISTING CONTROL MEASURES	ADDITIONAL MEASURES REQUIRED TO MINIMISE RISK	ACTION TAKEN (Initial and Date)
	Harm or injury from Work Equipment or Machinery. - Death, severed arteries, amputation, lacerations, cuts, scrapes, eye injuries caused by – - contact with moving or non-moving blade - Blade may come off through not being on tight enough - Debris/sharp pieces of cuttings thrown from blade - Whilst sharpening blade - Using damaged tools - Using inappropriate tools	Operatives Public	- Only suitably trained operatives to use mechanical hedge cutter – see RA 37 Powered hedge cutter - Do not adjust hedge cutter with engine running - Ensure spark plug disconnected when adjusting blade tightness or cleaning machine - Correct PPE – gloves, hearing protection, face shield - Ensure all guards are in place - Area of work to be cleared of any obvious obstacles/debris before cutting. - Ensure two hands are holding/controlling hedge cutter at all times - Ensure other people are at a safe distance from cutting taking place - Hand tools must be supplied via Stores and kept in good order. - Dispose of any damaged or broken tools - Use correct tool for the job that is capable of cutting the material/stems of the plants		

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	Hazardous Chemicals - Prolonged or repeated exposure to petrol, two stroke oil may cause eye and skin irritation - Inhalation or ingestion of petrol, two stroke oil may cause respiratory tract irritation, nausea, vomiting and diarrhoea - Contamination through spills over operatives - Environmental Spills	Operatives Environment	- Petrol to be stored in suitable containers. Although there is currently no International, European or British Standard for the storage of petrol in metal containers, a UN approved metal container meeting the performance requirements for the carriage of petrol under ADR would be considered robust for most storage conditions. - Two Stroke Oil to be kept in containers they are provided in. - Carry spill kits of absorbent granules in transport vehicles - Ensure equipment is well-maintained at all times and filler caps fit properly and are appropriately tightened. - Follow correct refuelling procedure MS 68.		
	Fire Explosion of petrol vapours during refuelling hedge cutter	Operatives	- Correct refuelling procedure followed as per refuelling MS 68. - No smoking. Shaded fuelling site a safe distance from any ignition source. Petrol to be stored in suitable containers. Although there is currently no International, European or British Standard for the storage of petrol in metal containers, a UN approved metal container meeting the performance requirements for the carriage of petrol under ADR would be considered robust for most storage conditions		
	Vibration - Operatives may experience high levels of vibration leading to Hand Arm Vibration Syndrome (HAVS) and Vibration White Finger. - Repetitive strain injury (RSI) (all accumulative over time) Operatives may experience hearing loss due to exposure to noise levels from hedge cutter – see RA37 powered hedecutter	Operatives	- Purchasing decision with fleet to secure– lowest vibration possible - Regular maintenance carried out on hedge cutter - Regular breaks - Opportunity for work scheduling to allow for job rotation. - Hearing and face protection - Health surveillance including individual risk assessments where required		

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	Burns - Contact with hot exhaust/engine area/exhaust gasses. - Burn or blast injuries due to explosion of petrol vapours during refuelling procedure.	Operatives	- Correct refuelling procedures followed. - All operators trained and competent. - First aid kit carried in vehicles		
	Slips, Trips and Falls - Operatives may experience injuries such as cuts, scrapes, bruising resulting from a slip, trip or fall due to uneven terrain - Falling from height	Operatives	- Area of work to be cleared of any obvious obstacles before cutting. - Dynamic risk assessment of site, taking note of hazardous areas and using caution accordingly - Appropriate footwear to be worn. - Do not use hedge cutter whilst on a ladder - use scaffolding set up by trained person		
	Manual handling - Operatives may experience muscle strain (especially back) and muscular skeletal injuries while lifting machine on/off trailer or pick up and when operating machine for prolonged periods of time. - Operative may experience muscle strain when raking up or loading/unloading pruning's or when digging over ground	Operatives	- All operatives to receive manual handling training - Job rotation to avoid over use of machine by individual operatives		
	Violence and Unacceptable Behaviour Operators may experience violence and aggression or verbal abuse from members of the public resulting in adverse mental health impact, poor moral.	Operatives	- Opportunity for Operators to postpone work and remove themselves from conversations with members of the public. - Operators provided with information cards to direct customers towards the Open Space pages on the Moray Council Website. - Recording form used to report incidents to Corporate H&S and HR.		

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	Harm or injury from collecting and removing litter/prunings - cuts, scrapes, eye injuries, including from sharps and sharp objects e.g. tins, hypodermic needles, glass - operatives may become infected come into contact with sharps, dirty waste or dog fouling - Injury from handling and / or lifting litter, e.g. bruising, cuts, scrapes or musculoskeletal injury - Sunburn or cold from weather	Operatives	- Wear appropriate PPE, including gloves, footwear, sun blocker and hi-vis - Use litter pickers - Assess surroundings and be wary of uneven ground and trip hazards including trailing vegetation - Be aware of cars or others moving within or near your work area - Use litter bin bag hoop to maintain open bag for receiving litter - Contact Team Leader for any litter, waste considered to be dangerous or hazardous, e.g. asbestos, containers with hazardous or toxic warning symbols - Any accidental piercing by a syringe must be immediately treated at a medical practice or A&E - Sharps/needles must be placed into a sharps kit collection box and not into litter bags - Sharps boxes to be disposed via Waste Services - Ensure first kits available - Be aware of low hanging and / or thorny shrubs and roots when working within shrub beds		

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	Disease - Toxocara canis from dog fouling/faeces - Lyme Disease carried by animal ticks, and bites/scratches from animals	Operatives	- Do not touch dog faeces - Always wear gloves and use a space when removing dog faeces - If touched wash hands thoroughly - Thoroughly wash any cuts or abrasions as soon as possible, however minor - Seek medical attention where appropriate - Avoid contact with animals - Don't wear shorts or short sleeved shirts when working through bracken/vegetation Avoid touching eyes or mouth		
	Lone working Team members may be exposed to hazards associated with working on their own including: - Increased risk of harm (identified above) from manual handling risk - increased risk of harm (as above) from falls from height - Increased risk of over exposure to HAV's and Noise - increased of experiencing unacceptable behaviour (as above). - Team members may find themselves in difficult situations or environments where help and assistance may not be close at hand. - Increased risk from instances of violence and aggression. - They may not be medically suited or the workplace itself may pose a particular risk to the worker.	Operatives	- Maintenance requiring two person/team lifting is scheduled for days when there is full team availability. Items made safe until this can be achieved. - Opportunity for work to be rescheduled for full team availability. Operatives work to their own individual exposure limits as discussed during health surveillance reviews following T3 appointments. Opportunity for increased job rotation and task rotation. - Work can be rescheduled if it is in a contentious area/known past incidents. - Team Members follow the lone working policy/procedure. Telephone provided and good signal range available to cover all areas. - Work is outside in open spaces so opportunity for team member to make site safe and then remove themselves from site. - Suitability for lone working discussed at ERDP.		

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	Related Documents		Refuelling MS 68. RA 10 HAV's & Noise (Vibration) RA 37 Powered hedgecutter RAMS 32. Manual Handling Operator manual		

Use the separate Action Sheet if you want to complete and action plan for any additional measures required. The Action Sheet can be located on the Health & Safety pages on the corporate interchange site.