

## Risk Assessment

**Event:** Planter Gardening including Weeding and Planting

**Location / Venue:** Lichfield - corner of A51 St John Street & A5127 Birmingham Road

**Event Date:** Dates arranged through SI Lichfield & District Members

**RA Assessor(s):** Nancy Archer / Christine Corless

**Event Outline:** Soroptimists Lichfield & District volunteer event to tidy up the overgrown Brick/Stone planter on the corner of A51 St John Street & A5127 Birmingham Road near / under the rail bridge crossing over St John Street, and continue to garden and maintain.

**Risk Assessment Date:** September 2020

Risk Assessment Scoring Matrix				Risk Factor (RF)					
Severity Rating (SR)	<ul style="list-style-type: none"> <li>Incident resulting in <b>Multiple fatalities</b></li> <li>Catastrophic, <b>Permanent</b> environmental damage <b>outside</b> site perimeter</li> </ul>	⇒	6	6	12	18	24	30	36
	<ul style="list-style-type: none"> <li>Incident resulting in <b>Single Fatality</b></li> <li>Catastrophic, <b>Permanent</b> environmental damage <b>within</b> site perimeter</li> </ul>	⇒	5	5	10	15	20	25	30
	<ul style="list-style-type: none"> <li><b>Multiple injuries</b> or <b>Single Severe/disabling</b> injury or occupational illness</li> <li><b>Severe semi-permanent</b> environmental damage within site perimeter</li> </ul>	⇒	4	4	8	12	16	20	24
	<ul style="list-style-type: none"> <li><b>RIDDOR – Significant Injury</b> resulting in absence from work/school above 3 days</li> <li><b>Significant</b> environmental damage <b>within site</b></li> </ul>	⇒	3	3	6	9	12	15	18
	<ul style="list-style-type: none"> <li>Injury that requires <b>Medical attention from a medical professional</b>, potential loss of time not exceeding 3 days</li> <li><b>Limited</b> Environmental damage <b>within area</b> of event</li> </ul>	⇒	2	2	4	6	8	10	12
	<ul style="list-style-type: none"> <li>Injury that requires <b>First aid</b> treatment only, but no loss of time from work/school</li> <li><b>Minor Spillage</b> easily cleaned up</li> </ul>	⇒	1	1	2	3	4	5	6
					1	2	3	4	5
Likelihood Rating (LR)	Improbable: Extremely unlikely to occur during task/event			↗					
	Remote: Would be surprised for this to occur during task/event				↗				
	Unlikely: Potential but not expected to occur during task/event (occurs within 5 years)					↗			
	Possible: Potential to occur during task/events of this kind (occurs within 2 years)						↗		
	Likely: Occurs occasionally during task/events of this kind							↗	
	Frequent: Expected to occur during every task/event of this kind (reports recorded)								↗
<b>Risk Factor Actions</b>									
1 to 5/6	Minimum risk identified	<b>M</b>	6 to 16	Controls required	<b>A</b>	18 to 36	Not Adequately controlled	<b>N</b>	
Low risk of harm undertaking activity				Adequate Controls, but caution required			Risk <b>Not</b> adequately Controlled - Further controls to be identified before activity starts		

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Risk Factor Actions **M = Minimal Risk** **A = Adequately Controlled** **N = Not Adequately Controlled** **U – Unable to decide (further information required).**

**NB: THE SEVERITY X LIKELIHOOD RATINGS ARE CALCULATED AFTER TAKING INTO ACCOUNT EXISTING CONTROL MEASURES**

	Activity / Task /Machine	Hazard	Persons in Danger	Comments / Controls	Severity	Likelihood	Risk Rating	Risk Factor Action
1	<b>Location</b> Pedestrian route on A51 St John Street & A5127 Birmingham Road Traffic light Junction	Urban area, Busy Traffic route out of Lichfield	• Soroptimist Volunteers	Planter is situated back off the road and not immediately on the kerbside nor directly next to the traffic light junction	5 Single Fatality	1 Improbable	5 Minimal Risk	<b>M</b> Low Risk of Harm
2	<b>Personnel Movement</b> Movement around the Planter area during activity, and moving tools to activity area	Vehicles travelling along road	• Soroptimist Volunteers • Pedestrians using the footpath	Personnel arriving will use usual street access to area. Planter is in the centre of a wider pavement area with adequate movement around the planter to allow gardening activity to take place, allowing for pedestrians to pass without either group having to step near to or off the kerb. Soroptimist Volunteers will be made aware of the hazard as they join the event over the morning	5 Single Fatality	2 Remote	10 Adequate Controls	<b>A</b> Adequate Controls – Caution Required
3	<b>Set-Up</b> No specific arrangements required	Not Applicable	Non identified – Standard Highways Pedestrian access	Soroptimist Volunteers will turn up as convenient to themselves within the specified duration of the event.  No	1 First aid Injury	1 Improbable	1 Minimal Risk	<b>M</b> Low Risk of Harm
4	<b>Housekeeping</b> Tools & Equipment in area	Trip hazard created by tooling and waste bags on footpath	• Soroptimist Volunteers • Pedestrians using the footpath	Soroptimist Volunteers will be asked to ensure the footpath does not become blocked by waste bags, and excess tools will be carefully placed to avoid trip hazard	2 Medical attention	2 Remote	4 Minimal Risk	<b>M</b> Low Risk of Harm
5	<b>Use of Equipment</b> Standard Gardening tools will be used during event, supplied by individuals	Tripping, Slipping with tools,	• Soroptimist Volunteers	Only general hand tools will be used, no power tools. Light gardening / weeding activity with secateurs, garden fork, trowels etc	1 First aid Injury	4 Possible	4 Minimal Risk	<b>M</b> Low Risk of Harm
6	<b>Work at Height ie stepping up or down levels</b> Planter is a raised bed, access may be needed above ground level if weeds cannot be reached from standing on pavement	Potential to Slip/fall	• Soroptimist Volunteers • Pedestrians using the footpath	Limited access required (potentially) for a short time. Only those persons who feel able, will attempt this weeding, and if found difficult to access then it will be left for a later date, with additional suitable equipment	2 Medical attention	2 Remote	4 Minimal Risk	<b>M</b> Low Risk of Harm
7	<b>Clean-Up</b> Removal of waste and tools from area	Manual handling of gardening matter and tools from area	• Soroptimist Volunteers	Volunteers will fill waste bags only to a weight they are comfortable with as they will take them home with them, The waste will be split amongst a number of bags	1 First aid Injury	1 Improbable	2 Minimal Risk	<b>M</b> Low Risk of Harm

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8	<b>Covid-19</b> Planter(s) are in a public area on a route commonly used for access to Town Centre & “City” Train Station. With pavement access on side of planter(s)	Exposure to Covid-19 virus from people within area	SI Volunteers & Pedestrians walking through area	<ul style="list-style-type: none"> <li>- Number of SI Volunteers attending will be limited during the Coronavirus Pandemic</li> <li>- Government guidelines for social distancing for outside areas will be followed in relation to distance between volunteers and between members of public</li> <li>- Attendance at times understood to be at a time when garden is ‘populated’ will be avoided</li> <li>- Volunteers will take personal decision on whether to wear face covering/mask during activity</li> <li>- Volunteers to avoid contact with public and will stop activity if social distancing cannot be maintained</li> </ul>	5 Single fatality	3 Unlikely	15 Adequate Controls	<b>A</b> Adequate Controls – Caution Required