

Risk Assessment Open Spaces

Hazard	People at Risk	Controls	Risk Level
Paths – slips/trips	Public/Employees	Visual inspections by groundsman, PC members encouraged to report slip/trip hazards to clerk. Prompt response to observed hazards. Damage repaired as soon as practical, or immediately if a serious H & S hazard. Quarterly inspection by PC.	Low
Grass areas - potholes	Public/Employees	Grass areas inspected when grass is cut and holes back filled. Any reports from PC members or members of public responded to quickly.	Low
Trees – falling branches, tree falling.	Damage to people or property.	Regular inspection by arboriculturist-record kept. Annual programme of maintenance. Groundsman keeps eyes open and reports any signs of damage. PC members/public encouraged to report damaged trees.	Low
Fixed furniture Benches, dog and litter bins	Injury to public	Benches are bolted to the ground. Visual checks by groundsman. Any reported damage repaired promptly. Quarterly check by PC member. Litter and dog bins firmly fixed and inspected. All bins emptied regularly.	Low

Posts/markers/ low fences/	Possible risk of falling object injuring public/ employees. Trip hazards.	Ensure all objects are firmly fixed. (Specific procedures for headstones). Quarterly check by PC member.	Low
Walls/fences	Injury to public/ employees due to poor maintenance.	Visual checks by groundsman. PC aware. Public know how to report defects. Quarterly inspection by PC member. Rapid response when repairs need doing.	Low
Gates	Injury to public/ employees. Especially hand/finger injury if catches faulty.	Gates checked quarterly by PC member, specifically catches/latches/padlocks. Groundsman carries out visual checks. Public know how to report faults. Rapid response to repairs.	Low
Darkness	Trips/falls.	Ensure lighting on all well used paths/areas is in working order and visible. Ensure public know how to report lights not in working order. Rapid response to reported faults. PC members to check car park at PC meetings after dark.	Low
Dog Fouling	Public/employees	Groundsman to be aware. Ensure public know how to report incidents. Educate public through articles in local magazine and clear signs in the areas concerned.	Low
Drug Use	Injury to public/ employees from sharps.	Employees and contractors advised of safe working procedures to deal with sharps. Provided with appropriate safety equipment if required.	Low

Prompt response to reports of sharps by public.
Police informed.

Signed.....

Date.....

Reviewed February 2019

Next Review Date July 2021