

COVID-19 Environmental Risk Assessment – Landscaping Team



Risk assessment completed by								Date risk assessment completed			
Description of the task/activity						Time the task/activity usually takes place					
<p>This supplementary risk assessment is designed to manage the exposure risks associated with COVID-19 that may be faced by colleagues working within the landscaping team and sits alongside all existing task-based risk assessments.</p> <p>In line with Government advice, colleagues must stay alert and dynamically risk assess their working environment, taking immediate action to stay safe as needed</p>						<p><i>Insert service operational hours</i></p>					
People involved in the task/activity						Where the task/activity takes place					
Colleagues						Yorkshire landscaping team					
Hazard	Possible consequences	L (1-5)	S (1-5)	Risk level	Risk control measures	L (1-5)	S (1-5)	Revised risk level			
Colleagues contracting COVID-19 and potentially spreading to other team members	COVID-19 exposure	4	5	20	<p>All colleagues who themselves or have other family members in the "at risk" category must notify their line manager and not attend their place of work.</p> <p>If a colleague becomes ill or displays COVID-19 symptoms they must self-isolate and notify their line manager so that appropriate action can be taken</p> <p>If a colleague becomes aware of a person within their household who has a confirmed COVID-19 infection or suspected COVID-19 infection, then they must self-isolate in line with current Government guidance</p> <p>All colleagues must adhere to PPE guidance relevant to the individual tasks they are</p>	3	5	15			

COVID-19 Environmental Risk Assessment – Landscaping Team



					<p>undertaking</p> <p>Colleagues must endeavour to keep 2-meters away from customers or members of the public whilst working in our communities.</p> <p>All colleagues must complete the COVID-19 on-line training and practise good hand hygiene</p>			
Travelling in your own vehicle to the service including vehicle breakdown	Risk of injury / COVID-19 exposure	3	5	15	<p>Colleagues must travel in their own vehicle. If this is not possible, advice must be sought from their line manager before a journey is made so additional control measures can be agreed.</p> <p>Colleagues must be satisfied that the vehicle has been maintained in a fit and safe condition</p> <p>Before setting off, the following checks should be undertaken;</p> <ul style="list-style-type: none"> • Ensure the brakes are in good working order • Ensure the car lights are working both at the front and the rear • Check the fluid levels in the vehicle ensuring that the correct amount of screen wash has been added • Wiper blades must be in good working order • Ensure that all mirrors are in working order • Ensure that tyres are in a suitable condition and inflated to the correct pressure • Ensure the seat belts are in good working order • Check audible warning devices i.e. horn <p>Once driving, all road traffic legislation must be followed</p> <p>In the event of the vehicle breakdown, you should consider; (towns and cities)</p> <ul style="list-style-type: none"> • pulling over to a safe place, away from the traffic • switching off the engine 	2	5	10

COVID-19 Environmental Risk Assessment – Landscaping Team



					<ul style="list-style-type: none"> • turning on their hazard lights and if it is dark, or if visibility is poor, leave the sidelights on • put the red warning triangle at least 50 metres behind the vehicle – this will warn any oncoming traffic that the vehicle has broken down • use a mobile phone to call for assistance • stay in your car and wait for help to arrive ensuring the 2m social distancing rule is applied. <p>(on motorways)</p> <ul style="list-style-type: none"> • turn your front wheels towards the grass verge when you pull into the hard shoulder • switch on your hazard lights and if it's dark or visibility's poor turn the sidelights on too • don't display your red warning triangle – with fast moving traffic the risks far outweigh the benefits of doing this • the driver should move behind the crash barrier if there is one. • Use your mobile phone and call for assistance ensuring the 2m social distancing rule is applied when help arrives. 			
Parking and walking around a community	COVID-19 exposure	4	5	20	<p>Plan your journey and where possible park the vehicle as close to the area where work will be taking place.</p> <p>A safe distance of 2m must always be maintained from any other person (colleague, customer or member of the public) to comply with the social distancing rules</p> <p>Where possible, gloves must always be worn. If surfaces are touched with your bare hands, clean your hands with your hand sanitiser after contact. The touching of surfaces must be avoided as much as possible</p>	3	5	15

COVID-19 Environmental Risk Assessment – Landscaping Team



Team lifting of equipment	COVID-19 exposure	4	5	20	Where two of more colleagues are needed to lift equipment to or from a vehicle they must: <ul style="list-style-type: none"> • Travel to the location in their own vehicle • Wear appropriate face mask/covering and gloves • Ensure that the time spent facing one another is kept to a minimum (Govt guidance states as shorter time period as possible) • Ensure that the 2m social distancing rule is applied at all other times 	3	5	15
Lone working	Risk of injury	3	4	12	Colleagues should follow the guidance and measures within their local lone working risk assessment	2	4	8
Violence at work	Risk of physical/verbal assault	3	4	12	Colleagues must make themselves aware if any premises in the neighbourhoods they are due to visit are red flagged. Should a violence at work incident occur, colleagues must follow measures identified in their violence at work risk assessment and report it immediately to their Line Manager.	2	4	8

Details of other relevant risk or safety assessments (i.e. what they are and where can they be found)	All existing activity-based risk assessments remain valid and must continue to be used as needed by colleagues
Additional comments	Further guidance can be found on the COVID-19 Workplace information page

All colleagues must sign below when the risk assessment and risk management plan have been read and understood.

Name	Signature	Date read	Name	Signature	Date read

COVID-19 Environmental Risk Assessment – Landscaping Team



Date of risk assessment:		Risk assessment review date:	
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Note: COVID-19 risk assessments must be reviewed at least once a week, the ideal opportunity being after the CEO update. They must also be reviewed if there are any significant changes to work tasks, the environment, following a related incident or any change in Government guidance.

Risk assessment review date	Review completed by	Description of changes	Team updated

Version history

Version Number	Effective Date	Amendment made by	Version approved by	Description of Changes
1.0	May 2020	Document requested by Maintenance Manager responsible for this team with requirements clearly defined	Sara Winterburn Health and Safety Manager	Document created