MARDEN PARISH COUNCIL RISK ASSESSMENT
AMENITIES COMMITTEE – EMPLOYEE LITTER PICK

Date: 11th March 2025

All employers must conduct a risk assessment. If you have fewer than five employees you don't have to write anything down.
Severity and Likelihood to be graded 1 – 3 (1 being low, 3 being high), then multiplied to give a Risk Grading out of 9.
Risk Gradings: 1-2 = L 3-5 = M 6-9 = H

	Hazard Description	How could harm occur?	Who could be harmed?	Pre-Control Risk Rating S x L = R			Control measures to be implemented	Residual Risk Rating S x L = R		
				S	L	R		S	L	R
1	Slip and Trips	Trips on memorials Trips over tree roots Slips on moss/wet footpaths	Employees Contractors Visitors	1	2	M	Regular checks of memorials (see Memorial Risk Assessment/Policy) Monitor moss on footpaths and action if required Regular checks for tree roots	1	1	L
2	Weather conditions	Heavy rain may lead to exposure and succumbing to the cold and damp conditions	Employees	1	2	M	Work to cease if weather changes making it unsuitable to continue	1	1	L

Office Opening Times:
Mondays, Tuesdays & Fridays 10am - 12 noon
Email: clerk@mardenkent-pc.gov.uk
Website: www.mardenkent-pc.gov.uk
Parish Council

LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

3	Uneven ground	Slips, trips and falls	Employees	1	2	M	Be aware of any hazards in the area and remove if possible (report any other issues to Parish Office). Ensure no objects/obstacles that could cause tripping area left in way	1	1	L
4	Insufficient training of use of tools / machinery	Injury from defective equipment / incorrect use of machinery	Employees	1	2	M	Ensure tools being used are in good condition Tools must only be used for the purpose outlined and designed Training to be undertaken prior to working if relevant	1	1	L
5	Wearing PPE	Injury	Employes	2	2	M	Sturdy footwear with a good grip must be worn Protective gloves to be worn along with high visibility vests/jackets If hazardous substances/items are found these are reported to the Parish Office Report to Parish Office of any defects in PPE	1	2	M
6	Vehicle movement on highway	Road accidents	Employee	6	2	H	Hi-Viz waistcoats to be worn at all times Unloading and loading of vehicles with tools, equipment and bags of litter to be safe from moving traffic	4	2	M

							No long working with litter picking on highways/verges			
7	Manual handing	Muscular injuries	Employees	1	2	M	Staff to be aware of manual handling techniques / training given if relevant Two or more people to undertake moving of heavy items	1	1	L
8	Lone working	Physical / verbal abuse	Employees	1	1	L	Employees to inform Parish Office where working. (see Lone Working Policy)	1	1	L
9	Chemical/hazardous substances / dangerous items	Chemical burns, eye injury, cuts	Employees	1	2	M	Do not touch or remove containers which may contain chemicals – report to parish office If contact is made seek medical attention and record any information from chemical container	1	2	M