

Pewterspear Green Trust Ltd.

Public Bulb Planting Event: 12th November 2022: Risk Assessment

Activity

The Trust is inviting residents to take part in planting approximately 4000 spring bulbs in several areas on its estate on 12th November 2022. The event will be publicised in advance on local Facebook group pages. Children are welcome to participate if accompanied by parents, and residents are encouraged to bring their own trowels, blub planters or spades, but some equipment may be available provided by the Trust's landscape contractor.

Risk	Mitigation	Residual Risk
Bad weather	In publicity people will be advised to wear appropriate clothing, gloves and sturdy shoes or boots. In the days before the event, we will monitor the forecast and postpone the event if the weather is going to be too bad, especially if thunder is forecast.	Low
Communication	All Trustee volunteers will arrive before the event for a briefing from the organiser and the horticultural consultant. This risk assessment has been seen by our horticultural consultant and our estate landscape management company. This risk assessment will be available to all volunteers before the event via the Trust's website. On the day, Trustee volunteers will manage the event & will be equipped with high-vis jackets for ease of identification.	Low
Injuries	Participants will be briefed by our professional horticultural consultant on how to safely plant the bulbs. A first aid kit will be available for minor injuries and an ambulance will be called for anything beyond that. Trustee volunteers will intervene if they see any behaviour that might result in injuries. Any tools loaned to participants will be of a professional standard and well maintained.	Low
Other events	Appleton AFC junior players may be playing on pitches nearby and members of a Pilates club will be using the car park. We	Low

	<p>have liaised with the organisers of both activities to inform them of the event.</p> <p>The planting area adjacent to the car park will be accessed only by adults.</p> <p>The football pitches are far enough away that stray footballs will not be a threat.</p> <p>The spectators are mostly made up of parents of those children taking part in the football and will be between 10 and 20 metres away from the planting areas.</p> <p>One planting area is near a public footpath but it will be clearly marked and there is sufficient room between them.</p> <p>Trustee volunteers will be on hand to inform people about the event and to ensure they can still use the path safely.</p>	
Safeguarding	<p>Children are welcome to take part, but any child under 16 must be accompanied by a parent or guardian.</p> <p>The planting areas are generally compact * it is unlikely that a child will wander far from their parents.</p> <p>If a child is separated from a parent or guardian, the police will be called.</p>	Low
Site Access	<p>The planting sites are on soft ground and easily accessible via well maintained paths.</p> <p>The planting areas will be clearly marked.</p>	Low
Site specific issues	<p>The planting areas have been tested by our landscape management company and are suitable for planting bulbs by hand</p> <p>The areas will be checked shortly before the start of the event for any other contaminants such as dog faeces and litter.</p> <p>The bulbs have been donated by a reputable wholesale supplier.</p>	Low
Welfare	<p>There will be limited toilet facilities available at the Pavilion during the event if football matches are taking place. The event is expected to last only a few hours & the likely need to use toilets is low.</p>	Low

Competency

This risk assessment has been written by PGT Trustees Phil Pegum & Tony Lyons.

Phil is a former producer with BBC Radio who has, for more than 20 years, written risk assessments for live and pre-recorded programmes with audiences and for other BBC events where the public may have access.

Tony was a project manager in several business environments & is also familiar with the risk management process.