



# Risk Assessment — Installation of Floral Displays in Public Places

**Working on highways • Installing planters • Pallet trucks in public places • Working at heights • Floral baskets on lampposts**

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**Location: Public highways and spaces (various sites)**

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## Scope & People at Risk

Covers installation of floral planters and baskets in public places including town centres and highways, use of pallet trucks in public realm, and working at height using MEWP to fit baskets to lighting columns.

**Persons at risk:** Operatives, contractors, members of the public (including children and vulnerable users), and road users.

## Risk Methodology

**Likelihood (L):** 1 Rare • 2 Unlikely • 3 Possible • 4 Likely • 5 Almost certain

**Severity (S):** 1 Minor • 2 First Aid • 3 3-Day+ injury • 4 Major injury • 5 Fatality

**Risk rating** = L × S. Controls align with UK practice incl. HSWA 1974; MHSWR 1999; COSHH 2002; PUWER 1998; Work at Height Regs 2005; RIDDOR 2013; Electricity at Work Regs 1989; and the 'Safety at Street Works and Road Works' Code of Practice (Red Book).

1–4 Low	5–9 Medium	10–14 High	15–25 Very High
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## Risk Register

Hazard	Who	Existing controls	L	S	Risk	Additional controls actions	Residual	Owner	Target
Working near live traffic (general)	Operatives, pedestrians, road users	Traffic Management (TM) planned to the Red Book; cones/barriers; signage; hi-vis (Class 2/3); banksman; safe access/egress; keep within work zone; supervisor to monitor flows.	3	5	<b>15 Very High</b>	TM plan with diagram for each site; pre-start brief; adjust layout if footfall/traffic exceeds plan.	<b>8 Medium</b>	Site Supervisor	Before each job
Setting out/Removing TM (cones, signs, barriers)	Operatives, road users	Work from verge/footway where possible; face traffic; use works vehicle as a shield; minimal time in carriageway; two-person rule.	3	5	<b>15 Very High</b>	Use rolling works with lookout where needed; consider TTRO for higher-risk layouts.	<b>8 Medium</b>	TM Lead	Before works start
Pedestrian interface in busy public realm	Public incl. children, vulnerable users	Clear pedestrian diversion; ramps for kerbs/hoses; marshals at pinch points; tidy work zone; tool control; information signage.	3	4	<b>12 High</b>	Deploy extra barriers at peak times; move vehicles outside trading/school times.	<b>6 Medium</b>	Site Supervisor	Daily
Pallet trucks in public places (incl. slopes/kerbs)	Operatives, public	Route survey; use brakes/chocks; one-way pushing; keep load low; team handling on ramps; kerb boards; exclude public in route.	3	4	<b>12 High</b>	Use powered pallet truck where gradient > 1:12; fit Toe-guards; refresher training.	<b>6 Medium</b>	Operations Lead	Prior to delivery

Hazard	Who	Existing controls	L	S	Risk	Additional controls actions	Residual	Owner	Target
Manual handling of planters, soil and baskets	Operatives	Use trolleys/HIAB/MEWP for lifting; team lifts; keep loads close; avoid twisting; rotate tasks; gloves.	4	3	<b>12 High</b>	Add two powered tugs for town routes; annual MH refresher.	<b>6 Medium</b>	H&S; Rep	30 days
Working at height (MEWP)	Operatives, public	MEWP pre-use checks; trained IPAF; harness with short lanyard (restraint); exclusion zone; level firm ground; no leaning out; weather limits.	3	5	<b>15 Very High</b>	Site specific lift plan; second person as ground spotter; emergency lowering drill.	<b>8 Medium</b>	Projects Lead	Before each lift
Installing baskets on lighting columns	Operatives, pedestrians, road users	Column structurally approved; bracket to spec; torque settings; antirotating collars; dropped object net/attachment; MEWP with exclusion.	3	5	<b>15 Very High</b>	Written permission from highway authority; tighten verification sheet signed; annual pull test/inspection.	<b>8 Medium</b>	Projects Lead	Per site
Dropped objects from height	Public, road users, operatives	Tool lanyards; parts trays; exclusion zone; 'no-go' under basket; stop works if zone compromised.	3	5	<b>15 Very High</b>	Use debris net/secondary retention for heavy planters; radio comms for pedestrians crossing.	<b>8 Medium</b>	Site Supervisor	During WAH
High winds, rain, ice or lightning	Operatives, public	Weather monitoring; stop criteria set; nonslip footwear; gritting in winter; postpone during lightning.	3	4	<b>12 High</b>	Set wind stop for basket installs $\geq$ 10 m/s; add windsock handheld meter in kit.	<b>6 Medium</b>	Operations Lead	Ongoing
Street lighting electrical circuits (proximity)	Operatives	No work on live electrics; isolation/permit if required; maintain separation from access panels; insulated tools; covers replaced.	2	5	<b>10 High</b>	Brief from street lighting team where shared columns; test for stray voltage before contact.	<b>4 Low</b>	Technical Manager	Per site
Vehicle movements (vans, water bowser, MEWP) in town centres	Public, operatives	Banksman; hazard lights/beacons; 5 mph; reverse only with guide; planned route; loading in designated bays.	3	4	<b>12 High</b>	Temporary suspension of bays where needed; convex mirrors on vans.	<b>6 Medium</b>	Logistics Lead	Per shift
Slips/trips (hoses, wet surfaces, uneven paving)	Public, operatives	Hose ramps; keep hoses tight to kerb; signage 'Wet Floor'; immediate clean-up; maintain tidy zone.	4	3	<b>12 High</b>	Antiship mats at water filling points; allocate 'housekeeping' role each shift.	<b>6 Medium</b>	Site Supervisor	Daily

Use of hand/power tools (drills, spanners, knives)	Operatives, bystanders	Guards fitted; pre-use check; correct bits; controlled force; PPE (gloves/eye); cut-resistant gloves for blade work.	3	3	<b>9</b> Medium	Quarterly tool inspection log; swap to safety knives across crews.	<b>4</b> Low	Workshop Lead	Quarterly
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Hazard	Who	Existing controls	L	S	Risk	Additional controls actions	Residual	Owner	Target
COSHH (wetting agents, fertilisers, cleaning agents)	Operatives, environment, public	COSHH assessments; decant in drip trays; labelled containers; spill kit; PPE; avoid drains; SDS available.	3	4	<b>12</b> High	Switch to least-hazardous options; eyewash in vehicle; annual COSHH audit.	<b>6</b> Medium	Technical Manager	Annual
Loading/unloading vehicles (tail-lift, HIAB)	Operatives, public	Cordon off; tail-lift training; chock wheels; even load; no ride on lift; HIAB by trained operator; keep public 3m+ away.	3	4	<b>12</b> High	Fit extra strobe to rear; standard unloading checklist per drop.	<b>6</b> Medium	Logistics Lead	Each drop
Night/low-light work	Operatives, public, drivers	Task lighting; vehicle beacons; retroreflective PPE; clearer TM signage; extra marshals.	3	4	<b>12</b> High	Preplan only if unavoidable; lux meter check; request police liaison for night closures if needed.	<b>6</b> Medium	TM Lead	If night work
Public behaviour (challenging/aggressive)	Operatives	Customer interface training; avoid confrontation; withdraw if unsafe; radio/phone; buddy system.	2	3	<b>6</b> Medium	Conflict management refresher; link to council CCTV where available.	<b>3</b> Low	Operations Lead	6 months
Ecology (bees/wasps, nesting birds)	Operatives, public	Precheck columns/planters; avoid disturbing nests; stop work; call pest control/bird specialist if needed.	2	3	<b>6</b> Medium	Record sensitive sites in route plan; seasonal briefing.	<b>2</b> Low	H&S; Rep	Seasonal
Emergency access obstruction	Public, emergency services	Do not block junctions/blue light routes; keep clear corridors; TM allows access; quick strike kit to open route.	2	5	<b>10</b> High	Liaise with local authority for events/market days; standby plan to clear within 2 minutes.	<b>4</b> Low	TM Lead	Planning

## Permits & Coordination

- Permission/permit from highway authority as required. • Traffic Management layout per 'Red Book'. • Consider TTRO for lane closures or high-risk sites. • Street Lighting approval for bracket/column attachments.

## Emergency Arrangements

- Call 999 for police/ambulance/fire as appropriate. Keep clear access for emergency vehicles.
- First aid kits in vehicle; at least one trained first aider present. Eye wash available.
- Accident/near-miss reporting in the incident book; RIDDOR where applicable.
- Spill response: protect drains; use spill kits; dispose as per COSHH.

## Training & Competence

- Induction and site briefing for all operatives and subcontractors.
- Role-specific competence: MEWP (e.g., IPAF), traffic management, manual handling, COSHH, first aid.
- Toolbox talk before each shift and when conditions change.

## Monitoring & Review

- Supervisor inspections daily; rectify defects immediately.
- Review this assessment annually or after significant change/incident.
- Retain permits, lift plans, TM diagrams and inspection records for audit.

## Sign-off

Prepared by

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