

Eden Park Allotment Association General Risk Assessment

Our Obligations

Under civil law, and as set out in the Occupiers' Liability Act 1957, all plot-holders have a duty of care extended towards all people accessing the allotment site and its boundaries, including allotment holders and tenants, members of the public, bona fide visitors and volunteers. This includes both authorised and unauthorised visitors. As an Association, we have a communal duty to ensure that common areas, such as main access paths are safe.

The law requires that in all these areas we exercise at least a 'reasonable' level of care regarding safety. Although unlikely, a claim could be made for negligence when an individual suffered an injury because we didn't take reasonable precautions. It is not possible in English law to exclude liability, for example by way of a notice.

The EPAA will inform allotment tenants of issues that are directly relevant to them. It is beyond the scope of this policy to give advice about individual gardening activities. Risk assessments shall be used as a framework for the identification of risks, assessing their relative severity and development of a strategy for dealing with them.

Allotment tenants have a duty of care and are responsible for their own health and safety and for the safety of others whilst on the allotment garden. Allotment tenants have a duty of care to anyone on their allotment, regardless of whether they have given permission for them to be there.

A hazard is something that can cause injury, for example exposed sharp edges. Hazards can sometimes be removed, but may be inevitable. Risks are the potential threats caused by the hazards, for example injury from a hidden sharp edge, a vehicle accident. Risks can usually be avoided. Injuries and "near-misses" and any other safety-related issues must be reported to a member of the Committee so that any existing hazard or risk can be eliminated and prevented in the future.

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Ref No	Activity and Hazards	Who May be harmed	Risk Level	Status	Action Required	Persons responsible	Date for completion/ review
1	Notice Board: Check emergency contact details and Terms and conditions	all	1	Notice board - contact messages, defib/location/what3words/key policies are now displayed within the community Hub- open daily 8am to 8pm	Keep information updated	SS	When applicable
2	Boundary: Check for overhanging trees/obstacles or other hazards from outside the site. Check fences and gates for any security risks. Check that there are no risks to users of the adjacent public footpaths and fields caused by objects from within the site.	all	2	All boundaries are clear of obstacles or overhanging trees. Fences in safe condition Gates in safe condition Plot holder items are situated away from fences and site boundaries	Three plot inspections carried out yearly. In addition on the spot walk arounds take place by committee members	SS/MC	Autumn 2025 Winter 2025/26 Spring 2026 Summer 2026
3	3) Communal Areas: Polytunnel, Hub, picnic area, pathways, delivery area, carpark. Check that they are well maintained and safe for tenants and visitors.	all	2	Polytunnel: cleaned yearly. Woodchip renewed when required. No pesticides kept in the polytunnel. Doors working. Community Hub: Windows locked, furniture secure. Picnic area: newly woodchip to even out the ground. More wood chips to be added within 3 months. Wood benches safe and free of splinters. All wood is treated with preservative treatment. Delivery area: chain removed. Posts added to outline the delivery area and prevent motor vehicles from accessing main site Carpark: hardstanding fairly level, no potholes, wire fencing removed and timber fencing added to remove eye level hazards. Communal water harvesting area: ground now woodchip to level off the ground to reduce trip hazards.	Regular checks	SS/MC/JS	

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	Activity/Hazard	Who May be harmed	Risk Level	Status	Action Required	Persons Responsible	Date for completion/review
4	Car Park and Tracks: Check for any sharp debris or other hazards to vehicles.	all	2	Car park clear of sharp debris at time of inspection.	Regular checks	SS/MC/JS	
5	Gate Security	all	2	Combination lock to the main double gates used. Gate spikes used to secure when open and closed. Gates are kept closed at all times by plot holders.	Daily checks	All plot holders	
6	Water: Check for leaks or hazards. Check that the main shut-off tap is operable and that the key is kept in the correct location. Water troughs- are they covered? Clean?	all	2	All operational, no leaks. All but one water trough is covered. Troughs cleaned spring 2025	Construct one water trough cover.	Committee	
7	7) EPAA site rules: Check plots for compliance with tenancy agreement and constitution.	all	3	Three plot inspections per year- improvement notices issued to plot holders for non compliance with tenancy agreement.	Improvement notices issued	MC	Autumn 2025 Spring 2026 Summer 2026
8	Hazardous Equipment: Check for presence of any hazardous materials on site. Check for equipment with hazards eg sharp or pointed edges left close to paths.	all	4	Regular walks around the site to check for hazards. No hazards present at time of inspection.	Regular checks	Committee	

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9	Hazardous Substances: Fertilisers and pesticides with statutory approval are permitted on site if used according to product label and stored securely. Petrol / fuel for mowers etc. not to be stored on site	all	4	Fertilisers and pesticides are held within plot holders own plots. Empty petrol cans stored in committee shed.	Regular site checks	Committee	
10	Plot fixtures and fittings: Check plots for any items which could be a hazard to other allotment users especially where these are close to paths.	all	3	All plots checked for hazards to other allotment users- none present at time of inspection.	Regular checks	committee	
11	Paths: Check that these are maintained in a safe condition for use by other tenants.	all	3/4	Most paths are covered with weed membrane and woodchip. Some weed growth is present through woodchip. Plot holders requested to clear the path in front of their plots by email. Grass paths are mowed and kept short.	Regular checks Email to plot holders sent 28/05/25	Comm ittee MC/ SS	
12	Untenanted Plots: Check whether any attention is required.		2	One untenanted plot has weeds and needs strimming to cut down.	Strim to reduce seeding weeds	Committee	

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18	Polytunnels, sheds and other structures	all	3	Structures checked during plot inspections (3 x yearly) Polytunnel construction advice and information discussed in tenancy agreements.	Three plot inspections yearly	Committee	Autumn 2025 Spring 2026 Summer 2026
19	Manure	all	2	Manure only stored on plots			

Updated 09/06/2025 to reflect cabin building in situ and open to plot holders (SS/MC)

~~Updated 26.03.2024 due to unusual weather conditions (SS)~~

~~Updated 07.08.2024 site review (SS)~~

~~Date initial assessment was carried out: 18.10.23~~