

**MILNGAVIE IN BLOOM**  
**HEALTH & SAFETY RISK ASSESSMENT 2026**

The Charity Trustees of MiB have a duty of care towards the organisation's members and will do all they can reasonably be expected to do to ensure the health and safety of its volunteers. MiB will therefore

- produce an annual H&S risk assessment identifying the risks faced by both gardeners and litter pickers and the means by which such risks may be minimised
- give a H&S risk assessment presentation at the February Volunteers' Meeting each year
- make the H&S risk assessment available to all volunteers on the MiB website
- request at their initial meeting with the Volunteer Convenor (or in writing) that new volunteers read the H&S risk assessment
- offer opportunities to members for training/instruction e.g. in first aid
- maintain the appropriate insurance policies

Nevertheless, volunteers are ultimately responsible for their own health and safety and work for MiB at their own risk.

Reference	Risk Identified	How to Reduce Risk		Notes
		Gardening	Clean Sweep	
RA/01	Adverse weather conditions	In extreme conditions, work sessions will be cancelled and volunteers advised to stay at home. Volunteers should at all times wear clothing appropriate for the prevailing weather conditions including waterproofs for wet weather and long sleeves, sunhats and UV protection for hot weather		
RA/02	Falling on uneven, sloping or slippery ground	Volunteers should be aware of their surroundings at all times but especially when the ground is wet or icy and when stepping backwards Very steep slopes should be avoided entirely		
RA/03	Tripping on steps, kerbs, tree roots, carelessly-left tools/waste bags etc and when wheeling bins or carrying heavy bags	Volunteers should be aware of their surroundings at all times and take their time when moving around. Tools, equipment and bags should not be left on pathways and pavements but placed where they are not a hazard to user or others		
Reference	Risk Identified	How to Reduce Risk		Notes
		Gardening	Clean Sweep	
RA/04	Injury from use of hand tools	Tools to be kept in good working order (incl sharpening).		First aid kit in shed to be taken out by

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		Volunteers should not use unfamiliar tools without instruction and wear gloves where possible		volunteer in charge of each work session
RA/05	Injury from lifting heavy bags	Waste and litter bags should not be overfilled. Heavy bags should be carried by two people or wheelbarrows/litter trolleys used.		
RA/06	Injury from objects discovered e.g. glass, barbed wire, masks, discarded gloves, drug-related materials etc.	Volunteers should always wear gloves and use litter-picks to remove potentially dangerous material. Sharp items* should be disposed of carefully and others warned so that they do not inadvertently come into contact with the items. *If volunteers come across needles, they should leave them in situ and phone 0300 1234510 and the Council will deal with them. Alternatively, go onto the EDC website, click on Services and use the Report It facility.		First aid kit in shed to be taken out by volunteer in charge of each work session
RA/07	Injury from insects, plants, thorns, falling cuttings, watercourses etc.	Volunteers should wear protective equipment appropriate for the job in hand including for example gloves, robust clothing, stout footwear, eye protection, hard hat etc. Insect repellent and pollen allergy treatment should be applied/taken as necessary No-one should enter the River Allander or other watercourses or climb fences, walls or trees		First aid kit in shed to be taken out by volunteer in charge of each work session
Reference	Risk Identified	How to Reduce Risk		Notes
		Gardening	Clean Sweep	
RA/08	Injury from overloaded wheelbarrows or bins	Ensure weight is evenly distributed and long items loaded safely in wheelbarrows. Heavy bins should be moved by two people		

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RA/09	Infection from animal faeces	Volunteers should wear gloves at all times and use litter-pickers to remove offending material which should be bagged and binned immediately. Equipment should be sanitised after coming into contact with faeces.		Sanitiser in shed
RA/10	Injury/illness from hazardous materials	Handling of compost, fertilizer, weedkiller etc. should always be in a well-ventilated area. Gloves should be used and masks worn.		Masks in shed  Notice in shed re the handling of such materials
RA/11	Fire risk in shed	No bulk flammable materials (e.g. petrol, diesel, oil) to be stored in the shed. No smoking or vaping permitted in the shed Electrics/battery operated equipment to be checked annually		
RA/12	Harm from damage to underground services	Check for cables or pipes before digging		
<b>Reference</b>	<b>Risk Identified</b>	<b>How to Reduce Risk</b>		<b>Notes</b>
		<b>Gardening</b>	<b>Clean Sweep</b>	
RA/13	Injury from vehicles	Volunteers should be aware at all times when working close to or crossing roads, car parks and pedestrian areas where service or other vehicles may be operating High-viz tabards to be worn at all times whether near vehicles or not.		Tabards held in shed (Green for gardeners; yellow for litter-pickers)
RA/14	Sudden illness or serious injury	First aid training will be advertised/arranged for volunteers. Volunteer in charge of a work session to have fully charged mobile phone to summon assistance Volunteers encouraged to carry in case of emergency [ICE] cards		Defibrillator is located on the long wall of M&S facing the Fraser Centre
RA/15	Transmission of pre-existing illness	Volunteers should not attend work sessions if they are ill or have an		Masks in shed

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		<p>infectious condition. In the case of minor coughs/colds, the volunteer should have regard for the health of others by declaring his/her condition and wearing a mask. In the case of epidemic/pandemic, all volunteers should follow Government advice/orders</p>	
RA/16	Lone working	<p>As a general rule, volunteers should not work alone. Where they decide to do so, they should avoid situations where they may be at risk of assault or injury. They should always tell someone else (and if practicable the volunteer in charge) where they are going and for what period of time.</p>	
RA/17	Hazardous structures	<p>MiB will have regular checks carried out to ensure that the Walking Man and Centurion statues, the Antonine Garden signs/trellis and walls and edging in general pose no risk to volunteers or passers-by through collapse or disintegration.</p>	