











**Scope of Works:** Weedeating the sides of the walkway and trimming away any over growth

**TCC City Ops POC:** s 6(c) - Maintenance of Law      **Contact #:** s 6(c) - Maintenance of Law      **Date:** 06.11.25










**TCC City Ops 2<sup>nd</sup> POC:**      **Contact #:**      **Date:**

**TMP #:**

Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site

Potential Risk	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
1. What can harm me? 2. What can harm others? 3. What can harm the environment?	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	L
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

# Job-START - Walkways

Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	L
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre <b>07 577 7000</b> so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	L
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of strops / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungee cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	L
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	L
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	L
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	L
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	L

Prepared by Supervisor / Foreperson:	Signature:	Department: <i>Walkways</i>	Date: <i>06.11.25</i>
Name: <i>s 6(c) - Maintenance of Law</i>			











**Scope of Works:** *Weed eating the sides of the walkway as well as trimming overgrowth and clearing out drains*










**TCC City Ops POC:** s 6(c) - Maintenance of Law      **Contact #:** [Redacted]      **Date:**

**TCC City Ops 2<sup>nd</sup> POC:**      **Contact #:** s 6(c) - Maintenance of Law      **Date:** *07.11.25*

**TMP #:**

*Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site*

Potential Risk	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
1. What can harm me? 2. What can harm others? 3. What can harm the environment?	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	M
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	L
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre <b>07 577 7000</b> so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	L
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of stops / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungee cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	L
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	L
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	L
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	L
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	L
					L

Prepared by Supervisor / Foreperson:	Signature:	Department: <u>Walkways</u>	Date: <u>07.11.25</u>
Name: <span style="background-color: black; color: black;">[REDACTED]</span>			











**Scope of Works:** *Weed eating the sides of the walkway  
trimming over growth and clearing out drains*










**TCC City Ops POC:** s 6(c) - Maintenance of Law **Contact #:** s 6(c) - Maintenance of Law **Date:** 10.11.25

**TCC City Ops 2<sup>nd</sup> POC:** **Contact #:** **Date:**

**TMP #:**

*Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site*

Potential Risk 1. What can harm me? 2. What can harm others? 3. What can harm the environment?	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	M
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	L
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre 07 577 7000 so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	L
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of strops / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungie cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	L
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	L
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	L
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	L
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	L

Prepared by Supervisor / Foreperson:	Signature:	Department: <b>Walkways</b>	Date: <b>10.11.25</b>
Name	[Redacted]		











**Scope of Works:** *Weed eating the sides of the walkway  
trimming away over growth and clearing out drains*

**TCC City Ops POC:** s 6(c) - Maintenance of Law      **Contact #:** s 6(c) - Maintenance of Law      **Date:** 11.11.25










**TCC City Ops 2<sup>nd</sup> POC:**      **Contact #:**      **Date:**

**TMP #:**

*Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site*

Potential Risk 1. What can harm me? 2. What can harm others? 3. What can harm the environment?	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	M
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

# Job-START - Walkways











Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	L
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	L
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre 07 577 7000 so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	L
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of straps / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungee cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	L
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	L
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	L
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	L
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	L










Prepared by Supervisor / Foreperson:	Signature:	Department: <u>Walkways</u>	Date: <u>11.11.25</u>
Name: <u>s 6(c) - Maintenance of Law</u>			

Scope of Works: *wee deating the sides of the walkway  
clearing outside drains and trimming away overgrowth*

TCC City Ops POC: s 6(c) - Maintenance of Law	Contact #: s 6(c) - Maintenance of Law	Date: 12.11.25
TCC City Ops 2 <sup>nd</sup> POC:	Contact #:	Date:
TMP #:		

Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site

Potential Risk	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
1. What can harm me? 2. What can harm others? 3. What can harm the environment?	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	M
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre 07 577 7000 so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of straps / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungee cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	

Prepared by Supervisor / Foreperson:	Signature:	Department: <u>Walkways</u>	Date: <u>12/11/25</u>
Name: <u>s 6(c) - Maintenance of Law</u>			Signature:











**Scope of Works:** *weeding the sides of the walkway and clearing out drains. trimming away over growth*

**TCC City Ops POC:** s 6(c) - Maintenance of Law **Contact #:** s 6(c) - Maintenance of Law **Date:** *13.11.25*



















**TCC City Ops 2<sup>nd</sup> POC:** **Contact #:** **Date:**

**TMP #:**

*Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site*

Potential Risk	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
1. What can harm me? 2. What can harm others? 3. What can harm the environment?	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	M
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

# Job-START - Walkways











Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre 07 577 7000 so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of strops / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungee cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	

Prepared by Supervisor / Foreperson:	Signature:	Department: <u>Walkways</u>	Date: <u>13.11.25</u>
Name: <span style="background-color: black; color: black;">[REDACTED]</span>			

**Scope of Works:** *Clearing out side drains and Pipes Redirecting Run off water*










<b>TCC City Ops POC:</b> s 6(c) - Maintenance of Law	<b>Contact #:</b> s 6(c) - Maintenance of Law	<b>Date:</b> 14.11.25
<b>TCC City Ops 2<sup>nd</sup> POC:</b>	<b>Contact #:</b>	<b>Date:</b>
<b>TMP #:</b>		

*Note: This form must remain at the site where the job is being performed at all times and to be used to induct others to the job site*

Potential Risk 1. What can harm me? 2. What can harm others? 3. What can harm the environment?	Potential consequence	Likelihood of Event	Risk Rating Before Controls	RISK CONTROLS How can we reduce the risk of harm?	Risk Rating After Controls
	1-5	1-5	L, M, H, C	Eliminate the hazard, or Minimise the risk	L, M, H, C
Exposure to adverse weather conditions (Hot or cold temperatures) 	4	3	High	<ul style="list-style-type: none"> <li>Wet weather alternative duties (ie training, indoor activities etc)</li> <li>Wet weather PPE</li> <li>Arrange to have a cover erected over the task area</li> <li>Early break if a brief shower</li> </ul>	L
Public / traffic management around road reserves 	5	4	Critical	<ul style="list-style-type: none"> <li>Establish and implement TMP</li> <li>Display warning signage and beacons</li> <li>Establish exclusion zone with barriers/cones to restrict access as required</li> <li>Wear Hi-Viz clothing</li> <li>Park in safe areas away from main traffic/pedestrian route</li> <li>Refer to traffic management plan</li> </ul>	L
Public / pedestrian management in reserves 	3	3	High	<ul style="list-style-type: none"> <li>Ensure you have your working signs out</li> <li>Cone off exclusion zones around plant and equipment</li> <li>Use vehicle hazard lights and beacons and 5km speed limit when driving on walkways</li> <li>Use spotters to manage public in high traffic areas</li> <li>Always use spotters when reversing</li> </ul>	L
Using and mixing fuel on site 	4	4	Critical	<ul style="list-style-type: none"> <li>Store fuel in approved containers only, banded</li> <li>Check condition of caps, seals and jerry cans for cracks / leaks</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Fire extinguisher available in vehicle and mobile plant</li> <li>Spill kits available in vehicles</li> <li>Wear PPE – glasses, gloves</li> </ul>	L
Knapsack spraying using herbicides / agrichemicals 	4	4	Critical	<ul style="list-style-type: none"> <li>Hazardous substances stored in approved containers only, banded</li> <li>Competent handlers (GrowSafe certified)</li> <li>Hazardous substances register and safety data sheets available in vehicle</li> <li>Spill kit available in vehicle</li> <li>First aid kit. Including eye wash available in vehicle</li> <li>Warning signage and customer spray notifications</li> <li>Wear PPE – glasses, gloves, long sleeve overalls</li> <li>Do not spray over 20km/hour wind conditions</li> <li>Hand and/or boom spraying Agrichemicals SOP</li> <li>Hazardous substances spill management SOP</li> </ul>	NA
Hand tools e.g. loppers, secateurs, shears, saws 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves), eye protection (safety glasses)</li> <li>Take regular breaks</li> <li>Refer to relevant sharp hand tools/equipment SOP</li> </ul>	L
Hazardous waste e.g. broken glass, metal 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> </ul>	L
Working near waterways 	5	3	Critical	<ul style="list-style-type: none"> <li>Lone working near water is prohibited</li> <li>Remove seatbelt when operating near edge and maintain safe distance, always use a spotter</li> <li>Means of communication/calling for help</li> <li>Wear appropriate footwear, wet weather PPE</li> </ul>	L
Manual handling while lifting equipment and materials 	3	4	High	<ul style="list-style-type: none"> <li>Manual Handling Training</li> <li>Two person lifting, correct body positioning</li> <li>Consider load (25kg max), size shape destination</li> <li>Use mechanical aid if possible</li> <li>Take regular breaks and stretch</li> <li>Report any injuries and use early intervention</li> </ul>	M
Slips trips falls on unstable ground, work equipment, fallen vegetation 	4	3	High	<ul style="list-style-type: none"> <li>Walk work area and assess footing, identify damaged areas with cones</li> <li>Maintain a clean and tidy work area</li> <li>Wear appropriate foot protection</li> </ul>	M

# Job-START - Walkways



Using Power tools, weed eaters, blowers, hedge trimmers 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE as per risk assessment – Earmuffs, Glasses, Gloves etc</li> <li>Cut away from your body using gloves</li> <li>Pre-start plant/equipment checks and ensure it is maintained</li> <li>Establish exclusion zone around work area</li> <li>Work in a position that you can see pedestrians and STOP to allow them to pass</li> <li>Caution on extended use for vibration – take regular breaks, stretch</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	
Discarded needles / Sharps 	4	3	High	<ul style="list-style-type: none"> <li>Wear PPE, hand protection (gloves)</li> <li>Visually check work area before starting</li> <li>Use a scooper to pick up waste</li> <li>Single use sharps container available in vehicle to dispose of sharps</li> <li>Refer to relevant powered hand tools/equipment SOP</li> </ul>	
Public aggression and violence 	5	3	Critical	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>De-escalation cards available in vehicle</li> <li>Leave work site if situation continues to escalate</li> <li>Notify the police if there is an immediate danger or risk to safety</li> </ul>	
Uncontrolled animals / dogs 	3	3	High	<ul style="list-style-type: none"> <li>Report all incidents to your supervisor to log into Damstra</li> <li>Call the Contact Centre 07 577 7000 so they can notify Dog Control</li> <li>Avoid the animal(s), do not approach, make sudden movements or eye contact</li> <li>Leave the work area if the risk to health and safety remains</li> </ul>	
Unsecure loads 	4	3	Critical	<ul style="list-style-type: none"> <li>Complete trailer competency assessment</li> <li>Ensure loads are secure with a sufficient number of strops / tie downs</li> <li>Secure fuel containers in vehicles / mowers in toolbox, or on deck with bungie cords</li> <li>Evenly distribute loads across the trailer / deck</li> </ul>	
Flying debris e.g. dust, concrete, stones, sticks, mulch 	3	3	High	<ul style="list-style-type: none"> <li>Wear PPE, safety glasses, mask FFP2</li> <li>Use water suppression where possible to reduce dust</li> <li>Maintain a safe distance from other operators</li> <li>When mulching, stand to the side of the mulcher, not directly behind</li> </ul>	
Driving 	5	3	Critical	<ul style="list-style-type: none"> <li>Visual pre-start vehicle checks</li> <li>Weekly vehicle checks via EROAD inspect</li> <li>Safety signage on registered tractors / mowers</li> <li>Warning lights, beacon, horn fitted to mobile plant</li> <li>Always use a spotter when reversing, where possible</li> </ul>	
Work at height 	5	4	Critical	<ul style="list-style-type: none"> <li>Wear fall protection/restraint where required</li> <li>Tether tools/equipment</li> <li>Utilise a specialist contractor for high risk WAH activities</li> <li>Work at Height risk assessment in place</li> <li>Maintenance and servicing regime in place for all WAH equipment</li> <li>Establish barriers/cones/warning signage around work area</li> <li>Identify high risk work areas in site specific induction</li> </ul>	
Working on Slopes or Embankments <ul style="list-style-type: none"> <li>Height</li> <li>Degree of slope</li> <li>Location/condition</li> <li>Footing/obstacles</li> <li>Task</li> <li>Weather</li> </ul> 	5	4	Critical	<ul style="list-style-type: none"> <li>Wet alternative due to slip hazard</li> <li>Robot (spider) mower</li> <li>Tractor with "Reach" attachment</li> <li>Use of a MEWP</li> <li>Use of harness, lanyard and anchor point</li> <li>Anti-slip safety shoes</li> <li>Notification to WorkSafe NZ if over 5m on an embankment</li> <li>TMP is working near road corridor</li> <li>Tool belt/harness</li> <li>Vehicle rollover alert/alarm</li> <li>Spotter</li> <li>Staff performing the task are unit standard qualified (Work @ Height, MEWP)</li> </ul>	

Prepared by Supervisor / Foreperson:	Signature:	Department: <b>Walkways</b>	Date: <b>14.11.25</b>
Name:	[Redacted]		