

Gardening and Lawn Care WHS Management Plan

SAMPLE

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SAMPLE

Purpose and Scope

This Gardening and Lawn Care WHS Management Plan sets out how [Company Name] will manage work health and safety risks associated with gardening, landscaping and lawn care activities. It is designed to comply with relevant Australian WHS legislation, regulations, Codes of Practice and Australian Standards.

This plan applies to:

- All workers, including full-time, part-time, casual, labour hire, apprentices and volunteers engaged by [Company Name].
- Contractors and subcontractors performing gardening and lawn care tasks on behalf of [Company Name].
- Visitors to worksites, including residential properties, commercial premises, strata sites, parks and public spaces.

The plan covers typical gardening and lawn care activities, including but not limited to:

- Lawn mowing (push and ride-on mowers)
- Brushcutting and line trimming
- Hedging, pruning and tree trimming (within permitted height and competency limits)
- Garden bed maintenance, mulching and planting
- Weed control (manual, mechanical and chemical)
- Blower use and general clean-up
- Green waste handling, chipping and disposal
- Use of small power and equipment
- Operation of vehicles and trailers

WHS Policy Statement

[Company Name] is committed to providing and maintaining a safe and healthy working environment for workers, contractors, customers and members of the public who may be affected by our gardening and lawn care operations.

[Company Name] will:

- Comply with all applicable WHS legislation, Codes of Practice and relevant Australian Standards.
- Systematically identify hazards and manage risks associated with gardening and lawn care tasks.
- Consult with workers on WHS matters and encourage active participation in safety improvements.
- Provide information, instruction, training and supervision to ensure work is carried out safely.

- Supply and maintain safe plant, equipment and personal protective equipment (PPE).
- Continuously improve WHS performance through regular review of incidents, near misses and safety data.

All workers are required to:

- Take reasonable care for their own health and safety.
- Take reasonable care for the health and safety of others who may be affected by what they do or fail to do.
- Follow all reasonable instructions, safe work procedures and use PPE as directed.
- Report hazards, incidents, near misses and unsafe conditions immediately.

WHS Roles and Responsibilities

Officers (e.g. Directors, Business Owners)

Officers of [Company Name] must exercise due diligence to ensure the organisation complies with its WHS duties. This includes:

- Gaining an understanding of the hazards and risks associated with gardening and lawn care work.
- Ensuring appropriate resources and processes are in place to eliminate or minimise WHS risks.
- Ensuring there are processes for receiving, considering and responding to WHS information.
- Verifying that WHS processes are being implemented and are effective.

Managers and Supervisors

Managers and supervisors are responsible for day-to-day implementation of this WHS Management Plan. They must:

- Lead by example and promote a positive safety culture.
- Ensure workers are competent and adequately supervised for the tasks they perform.
- Conduct and document risk assessments for gardening and lawn care activities.
- Ensure plant and equipment is inspected, maintained and used in accordance with manufacturer instructions.
- Verify that PPE is available, fit for purpose and correctly used.
- Investigate incidents and near misses, implement corrective actions and communicate learnings.

Workers (Including Labour Hire and Subcontractors)

All workers engaged in gardening and lawn care activities must:

- Follow all WHS policies, procedures, Safe Work Method Statements (SWMS) and site rules.
- Use equipment only if trained, competent and authorised.
- Inspect tools and equipment before use and report defects immediately.
- Use required PPE, including eye, hearing, hand and foot protection, and sun protection.
- Maintain good housekeeping in vehicles, sheds and work areas.
- Stop work and seek guidance if an activity cannot be done safely.

Health and Safety Representatives (HSRs) (Where Applicable)

Where HSRs are elected, they will:

- Represent workers in their work group on WHS matters.
- Monitor measures taken by [Company Name] to comply with WHS legislation.
- Investigate complaints from workers relating to WHS issues.
- Participate in inspections, incident investigations and consultation processes.

Consultation, Communication and Participation

[Company Name] recognises that effective consultation with workers improves decision-making about health and safety and helps identify practical solutions for gardening and lawn care risks.

Consultation Arrangements

Consultation will occur when:

- Identifying hazards and assessing or reviewing risks.
- Proposing changes to work practices, equipment, chemicals, work locations or scheduling.
- Developing or reviewing WHS policies, procedures and SWMS.
- Planning training or competency requirements.

Consultation methods may include:

- Toolbox talks held regularly (e.g. weekly or before new tasks/sites).
- Pre-start briefings on site covering hazards, controls and client requirements.
- WHS meetings (formal or informal) with workers and HSRs.
- Digital communication (e.g. messaging apps, emails) for updates and alerts.

Checklist for consultation: