

Original Date	22 August 2013	Review dates	January 2019 MT (interim)
Originator	Rachel Whitehall H&S Manager Dawn Morland, Lead Community Ranger		January 2020 MT (interim)
Reviewed by	Susi Jensen – Community Ranger; Mark Colton – Area Landscape Manager		
Risk Rating	MEDIUM	Next Review	January 2021

L – Likelihood S – Severity RR – Risk Rating (Min. Rev Periods: Significant Risk (High) – 12 monthly; Medium and Low – 2 yearly)

Hazards and Activity	People at Risk	Risk before controls			Control Measures	Residual Risk after controls		
		L	S	RR		L	S	RR
<p>Water in the form of balancing lake and ponds There is a fountain fed from the balancing lake</p> <p>Where the flow between 1st and 2nd lakes occurs is a subject to active monitoring as there are large stones that children have been observed using as stepping stones that can become slippery – could lead to fractures, strains and sprains and drowning.</p>	<ul style="list-style-type: none"> Public, Staff Volunteers Contractors 	3	5	15	<ul style="list-style-type: none"> Water Safety Policy, and Water Safety Risk Assessment in place. Water safety signage is in place and checked monthly – recorded in PSS System. Swimming, general water play, ice play not permitted and actively discouraged when known to be taking place. Regular press releases and educational initiatives undertaken to encourage responsible behaviour. Any illicit water activity monitored and recorded by Community Rangers. Location where the flow between 1st and 2nd subject to active monitoring techniques to discourage this activity. 	2	5	10
<p>Activities of other legitimate park users such as equestrians and licensed events may lead to injuries</p>	<ul style="list-style-type: none"> Public, Staff Volunteers Contractors MKAA 	3	3	9	<ul style="list-style-type: none"> All events involving more than 50 persons licensed, risk assessed, insured and competence checked and overseen by Marketing, Events and Community Team. Contractors and Direct Works instructed to be mindful of public to place appropriate signage informing the public of the work areas. 	1	3	3



					<ul style="list-style-type: none"> • Activities planned and organized are to be zoned to minimize potential conflict with general public. • DAYTIME ONLY fishing permission granted in 2016 and compliance monitored 			
Anti-social and/or inappropriate behavior may lead to accidents and injury	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	2	5	10	<ul style="list-style-type: none"> • Anti-social behavior policed/monitored / recorded and incidents investigated by Community Ranger staff. This is mostly low level graffiti and sexual activity • Community Ranger staff liaise with police, parish officers, parish councils and others to manage and resolve such situations. 	1	5	5
Contractors, Direct Works, volunteers, operations may endanger public and lead to accidents	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	3	9	<ul style="list-style-type: none"> • Landscape Officers/Park staff oversee all operations and advise on safety and best practice – pre-start risk assessment completed. • Operators instructed to be mindful of public use and to place man at work signs either end of work site. • Contractors and other authorized drivers required to use "hazard lights" and to travel no faster than 10mph. • Operators instructed to stop work if public are at risk. • Works organized to avoid areas of high public whenever possible. • Volunteer Rangers appointed as far as reasonably practicable to support communication 	1	3	3
Collision with vehicles may lead to injuries Potential for cars to be driven to the water and into the water.	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	4	12	<ul style="list-style-type: none"> • No unauthorized vehicles permitted on the park and policed by Community Rangers. • Ensure supervision of vehicular access for events and activities. • Contractors and other authorized drivers required to use hazards and travel no faster than 10mph speed. • Contractors and Trust vehicles to be clearly identified by legitimate signs with a company name/logo. • Height barrier in place. 	2	4	8

					<ul style="list-style-type: none"> • Wooden bollards in place at the carparks to prevent unauthorized access 			
<p>Presence of biological hazards e.g. dog waste, Weil's disease, blue-green algae, sharps may lead to ill health Due to the nature of the run off from Grid Roads and Mount Farm Industry this area is known for pollution events.</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	5	15	<ul style="list-style-type: none"> • Cleansing contract in place TC406 • Site visited regularly by staff who report on safety and cleanliness. • Parish council provide and maintain dog waste bins. • Inspections for blue-green algae after prolonged warm spells with no rain and signage in place when present. • All staff working in, on or near water made aware of Weil's disease and issued with Leptospirosis cards. • As per Water Safety policy, swimming, general water play, not permitted and actively discouraged when known to be taking place. • Staff monitor and liaise with the Environment Agency to resolve pollution events. • Grills checked by Community Rangers and BHH 	1	5	5
<p>Levels of vermin (Rats, Canada Geese, Rabbits, squirrels) may endanger public health leading to illness due to bites and feces, urine.</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	5	15	<ul style="list-style-type: none"> • Vermin activity monitored and reasons for high levels investigated. • Safe control measures initiated when necessary and managed by Trust staff. • Risk assessment for Shooting Rabbits and Squirrels on Trust Land in place). • Cleansing in place. • Paths are monitored and cleaned before any known/planned events • Any Education/Events must consider geese feces as a specific hazard at this location 	1	5	5
<p>Presence of uncontrollable/excitable dogs may lead to injuries</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	3	9	<ul style="list-style-type: none"> • Dog owners encouraged to ensure their dogs are under control and kept on lead during birds nesting season. • Community Ranger staff liaise with other organisations with an interest in responsible dog ownership. 	1	3	3

					<ul style="list-style-type: none"> • Social media communication and events organized as required to encourage responsible behavior. • Trust has produced “You and Your Dog in the Parks” leaflet to encourage responsible behaviour. 			
Dead wood may fall from trees in high winds leading to injuries	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	5	15	<ul style="list-style-type: none"> • Area checked for wind thrown and hung up trees after high winds. • All trees are subject to the Tree Safety Policy and monitored appropriately 	1	5	5
Lack of or poor maintenance of “green works” may lead to accident and injury	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	4	12	<ul style="list-style-type: none"> • Comprehensive schedule for all “green works” on site in place and managed by Landscape Officers who oversee all works. • Landscape staff selected on criteria requiring knowledge and experience of landscape management. • Training provided to maintain high standards of landscape management. • Site patrolled regularly by Trust staff and volunteers trained to identify and report situations that present hazards to public safety. • Significant Trees Register in place and maintained to monitor trees of a certain age, type, level of decay and location that may present a hazard to life and/or property. • The Truxor is used for routine Weed Cleansing at appropriate time 	1	4	4
Slips, trips and falls may lead to injury	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	3	9	<ul style="list-style-type: none"> • Leisure route paths, bridges, boardwalks are on a 6-monthly recorded, checking regime. • Site patrolled on a regular basis by staff and volunteers. • Any manhole covers which are seen with a visual problem will be reported to the service owner or MKC if owner not easily identified. 	1	3	3

<p>Damaged fences, furniture may lead to injury</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	3	9	<ul style="list-style-type: none"> • Gates, fences, furniture are on a 6-monthly recorded, checking regime. All fencing and boundaries on annual recorded checking regime. • Site patrolled on a regular basis by staff 	1	3	3
<p>Damage to other park hard works may lead to accident and injury</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	3	9	<ul style="list-style-type: none"> • Bollards, interpretation notice boards, signage are on 6-monthly recorded checking regime. • Site patrolled on a regular basis by staff and volunteers. • Regular inspection of the Fountain, pump and grills to ensure that blockages do not occur • Staff are aware of how to turn off the fountain, to prevent the box becoming flooded should the fountain become blocked • An electricity box is located near the fountain giving power supply. The box is signed and locked. • Parish Council's notice board on TPT land – any issues to be reported to them 	1	3	3
<p>Contact with some plants and fungi may lead to allergic reactions or illness</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	3	9	<ul style="list-style-type: none"> • Organised groups such as schools, guided walks are made aware of the dangerous potential of some plants when relevant. • Wasp and hornet nests monitored and destroyed if in locations where they may cause injury. 	1	3	3
<p>Adverse weather conditions may lead to flooding, fire risk, wind thrown trees causing injuries. This site is particularly prone to flooding- due to the nature of the way run off comes into the lake. The water height rises</p>	<ul style="list-style-type: none"> • Public, • Staff • Volunteers • Contractors 	3	4	12	<ul style="list-style-type: none"> • Access/Egress is afforded via the road to allow return to the Car Park • Lighting of fires not permitted. • After high winds, areas checked for wind thrown trees and made safe • Continue to be vigilant at times of inclement weather and avoid this location in times of potential heavy rainfall 	2	4	8

very quickly, cutting off the bridges.					<ul style="list-style-type: none"> Avoid putting equipment at the far side of the lake during events/activity sessions to prevent risk of cut off in the event of heavy rain 			
No public toilets and washing facilities onsite may lead to hygiene issues and subsequent illness/infection	<ul style="list-style-type: none"> Public, Staff Volunteers Contractors 	3	5	15	<ul style="list-style-type: none"> Organised groups advised of lack of facilities and to organize facilities elsewhere. 	1	5	5
Contact with litter/fly-tipped material may lead to injury/illness	<ul style="list-style-type: none"> Public, Staff Volunteers Contractors 	3	3	9	<ul style="list-style-type: none"> Litter cleansed to prescribed regime by contractors and by event organizers as a requirement of their licenses. Sites visited regularly by volunteers and staff who report on cleanliness. Arrangements in place (via contractors) for prompt removal of dangerous fly-tipped material. 	1	3	3
Contact with burnt out cars may lead to injury/illness	<ul style="list-style-type: none"> Public, Staff Volunteers Contractors 	2	3	6	<ul style="list-style-type: none"> Burnt out cars removed as soon as possible by police and temporarily fenced when aware, while removal awaited. 	1	3	3
Art structure - The Water Serpent by Chris Drury (artist) Unstable art installation could lead slips/trips, twisted limbs and lambs	<ul style="list-style-type: none"> Public, 	3	3	9	<ul style="list-style-type: none"> Installation inspected by Community rangers as per scheduled 'Safety and Visual Checks' and repairs arranged as required 	2	3	6

New measures required	By whom	Expected date of completion	Status/Comments

A 5x5 risk grid should be used to evaluate the risk; Risk Rating = Likelihood x Severity

		Severity of Harm				
		Minor - Causing minor injuries (e.g. cuts, scratches). No lost time likely other than first aid treatment.	Low - Causing moderate injuries (e.g. sprains, bruises, lacerations).	Medium - Causing temporary disability/significant injury (e.g. fractures).	High - Causing permanent disability (e.g. loss of limb, sight or hearing).	Major - Death to one or more people. Loss or damage is such that it could cause serious business disruption (major fire, structural damage).
Likelihood of Occurrence		1	2	3	4	5
Unlikely/Remote - Loss, accident or illness could only occur under exceptional conditions. Situation is well managed and all reasonable precautions have been taken.	1	1	2	3	4	5
Low/Improbable - Situation generally well managed but occasional lapses could occur. Also applies to situations where people are required to behave in order to protect themselves but are well trained.	2	2	4	6	8	10
Medium/Occasional - Insufficient or substandard controls. Loss is unlikely during normal operation but may occur in emergencies or non-routine conditions.(e.g. keys left in vehicle, obstructed gangways, refresher training required)	3	3	6	9	12	15
High/Probable - Serious failures in management controls. Effects of human behavior or other factors could cause an accident but is unlikely without additional factor.(e.g. equipment not used properly, oil spill, poorly trained staff)	4	4	8	12	16	20
Almost Certain/Frequent - Absence of any management controls. Almost 100% certainty that an accident will happen. (e.g. live electrical conductor , faulty equipment, untrained staff).	5	5	10	15	20	25

Multiplying relevant likelihood of occurrence by severity of harm gave a risk factor priority risk from identified hazards and activities as low/medium/high rating which was then checked in the table below to decide the level of actions required.

15-25	High – unacceptable - immediate actions required
6-12	Medium – efforts should be made to reduce the risk
1-5	Low – acceptable – no action required – to be monitored