

Original Date	25/01/2011	Review dates	27/02/2012 GR/NS 28/05/2013 RW January 2017 January 2019 MT (interim) January 2020 MT (interim)
Originator	Gordon Redford; Site Presentation and Safety		
Reviewed by	Lewis Dickinson - Community Ranger; Julie Dawes – Events Co-ordinator		
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>Anti-social and/or inappropriate behaviour may lead to accidents and injury, such as physical attacks</p> <p>In key parts of this location there are known illicit activities between males, which may cause hostility or threatening behaviour</p>	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	2	5	10	<ul style="list-style-type: none"> Anti-social behavior policed/monitored / recorded and incidents investigated by Community Ranger staff. Community Ranger staff liaise with police, parish officers, parish councils and others to manage and resolve such situations. Those working in vulnerable areas to be warned, including education, event and volunteer activities due to the nature of waste that may be produced Community Ranger team engaged with multi-disciplinary teams to dissuade illicit activities Hot spot areas identified and include: Woodland Ridge Monkey Puzzle Tree The Stage 	1	5	5
<p>Presence of biological hazards e.g. dog mess, Weils disease, sheep droppings, sharps may lead to ill health</p> <p>Presence of Vermin: Levels of vermin (Rats, Rabbits) may endanger</p>	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	3	5	15	<ul style="list-style-type: none"> Vermin activity monitored and reasons for high levels investigated. Pest Control in place TC358 Safe control measures initiated when necessary and managed by Trust staff. (See Shooting Rabbits and Squirrels on Trust Land Risk Assessment). Park comprehensively litter picked by contractors. Events Area; Summer-daily and Winter thrice weekly. Central and East Park; Summer and Winter weekly. 	1	5	5

public health leading to illness.					<p>Avebury, Overgate and Canal; Summer-twice weekly and Winter weekly.</p> <p>Newlands Tree Cathedral Car Park Area; Summer-twice weekly and Winter weekly all as per TC370.</p> <ul style="list-style-type: none"> • Park visited regularly by staff and volunteers who report on safety and cleanliness. • All hard surfaces swept weekly (Friday) when grazing taking place to remove animal droppings. (TC370) • 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 Weils disease and issued with Leptospirosis cards. 			
<p>Using the Park for recreation</p> <p>The Park is open to members of public. Leisure route footpaths and access across grass with varying gradients of terrain Slips, trips and falls may cause injury</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	3	3	9	<ul style="list-style-type: none"> • Leisure route paths, bridges, boardwalks are on a 6-monthly recorded, checking regime and volunteers and major hazards reported and rectified as required. • Site patrolled on a regular basis by staff. • 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>Contact with litter/fly-tipped material may lead to injury/illness</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	3	3	9	<ul style="list-style-type: none"> • Cleansing arrangements in place. • Litter cleansed by event organizers as a requirement of their licenses. • Arrangements in place (via contractors) for prompt removal of dangerous fly-tipped material. • Sites visited regularly by volunteers and staff who report on cleanliness. 	1	3	3
<p>Maintaining the Parkland in suitable condition to mitigate issues such as broken gates, burnt out cars and other such hazards Ensuring landscape, planting and trees are safe</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	3	4	12	<ul style="list-style-type: none"> • Burnt out cars removed as soon as possible by police and temporarily fenced when aware, while removal awaited. • Gates, fences, furniture, car parks are on a 6-monthly recorded, checking regime. • Site patrolled on a regular basis by staff and volunteers 	1	4	4



<p>and without risk, including review during adverse weather conditions Failure to do so may result in trips, lacerations and sprained to broken limbs</p>				<ul style="list-style-type: none"> • Car parks, environs, height barriers, special features, bollards, interpretation notice boards, signage are on 6 monthly recorded checking regimes. • Site patrolled on a regular basis by staff and volunteers. • 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. • Landscape Officers/Park staff oversee all operations and advise on safety and best practice. • Contractors and Direct Works instructed to be mindful of public to place appropriate signage informing the public of the work areas. • Activities planned and organized are to be zoned to minimize potential conflict with general public. • Grazier, 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. • After high winds, areas checked for wind thrown trees and made safe. • Water Safety emergency information advises of likelihood of flooding after heavy rainfall and danger of ice during very cold weather. 			
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<p>Water Safety Water in the form of fountain, three ponds and the canal has potential for drowning</p> <p>Fixed water taps are provided for licensed activities</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	3	5	15	<ul style="list-style-type: none"> • Water Safety Policy, and Water Safety Risk Assessment in place. • Water safety signage and safety equipment in place and checked monthly. • 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 and logged with Thames Valley Police • Water taps for licensed activities are lockable so only licensed event organisers can access. • Water tested regularly by Anglian Water to ensure potable usage. 	1	5	5
<p>Helicopter landings on helipad has potential for accident and injury</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	3	5	15	<ul style="list-style-type: none"> • Helipad area fenced and gate locked when not in use. • All landings managed by Helicopter and Aviation Services(H&AS) • Marketing and Community Engagement Team liaise with H&AS and inform of events using event field/event area to avoid conflicting dates. 	1	5	5

<p>Presence of grazing animals may lead to injury</p> <p>Escapes by stock from park on to adjacent land, properties and roads leading to damage and accidents</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	4	4	16	<ul style="list-style-type: none"> • Grazing areas signed with advice for dog owners. • Animals regularly monitored and checked by farmer. • All hard surfaces swept weekly (Friday) when grazing taking place to remove animal droppings. (TC370) Self closing gates used wherever possible and are a part of a regular checking regime. • Fence lines that access on to roads are thoroughly checked every 6 months and findings recorded. • Fence lines that access roads clearly marked on Patrol Ranger Check Lists and regularly checked and recorded. • All fence lines checked prior to the introduction of any stock by the farmer. • All fence lines inspected annually. • Any movement of stock carefully planned. • Stock regularly checked (for illness or other possible causes of aggression) by trained and qualified stock persons especially on introduction to new grazing areas. • Any attack or misconduct around livestock should also be notified to Thames Valley Police. • In the event of adverse weather conditions, adhoc relocating of livestock may need to be arranged. In this event the Operations team must be notified to ensure that additional checks/ monitoring can be planned and to ensure public safety. 	2	4	8
<p>Presence of uncontrollable/excitable dogs may lead to injury</p>	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	4	4	16	<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. • 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. 	2	4	8

<p>Contact with some plants and fungi may lead to allergic reactions or illness</p>	<ul style="list-style-type: none"> Members of the Public Staff 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. Park is subject to contract maintenance and planting reviewed regularly to mitigate health hazards where appropriate 	1	3	3
<p>Provision of Car Parks and access to site Collision with vehicles on site and by Overgate Road crossing may lead to injuries</p>	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	3	4	12	<ul style="list-style-type: none"> Car parks laid out to facilitate safe parking. Car park surfaces checked regularly with a 6-monthly recorded inspection. Overflow areas utilized at times of high usage. No unauthorized vehicles permitted on the park and policed by Community Rangers. Ensure supervision of vehicular access for events and activities. Graziers, 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. Vehicular access points gated, fenced or bollards in place and all structures are monitored, recorded and maintained. 	1	4	4
<p>Licensed and Unlicensed Activity Activities of other park users such as equestrians and licensed events may lead to injuries.</p>	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	3	3	9	<ul style="list-style-type: none"> All events involving more than 50 persons licensed and competence checked and overseen by Marketing and Community Engagement Team. Events over 500 persons are required to submit Event Safety Management Plans. Contractors and Direct Works instructed to be mindful of public use and to cordon off workings areas and visited by Landscape Officers. 	1	3	3

					<ul style="list-style-type: none"> Activities planned, organized and zoned to minimize potential for conflict. 			
<p>Welfare No public toilets and washing facilities onsite may lead to hygiene issues and subsequent illness/infection</p>	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	3	5	15	<ul style="list-style-type: none"> Users to liaise with Campbell Park Pavilion for toilet and washing facilities. Members of the Public are encouraged to use facilities at the City Centre and Xscape which are convenient walking distances. Camping is strictly not permitted at this location or any Parks Trust land No camping is enforced by Community Rangers who will remove any illicit camps- calling on support from MKC enforcement where appropriate. Where camping is by the Homeless- advice is given about alternative shelters as per information from MKC. Homeless and unauthorised camping policy and procedure in place. For licensed activities event organisers must provide welfare provisions for attendees. 	1	5	5
Uncontrollable sledges, toboggans colliding with trees at the base of the slopes causing injury.	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	3	4	12	<ul style="list-style-type: none"> Fix straw bales at base of trees to prevent their removal and to prevent collision as and when reasonable. Fix hazard tape to bales to accentuate danger. Check bales and tape regularly to ensure they are in place and replace as necessary. Activity monitored. Stumps from felled trees to be ground out. 	1	1	2
Uncontrollable sledges, toboggans colliding with people climbing the slopes causing injury.	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	3	3	9	<ul style="list-style-type: none"> Not possible to control numbers nor supervise movement of participants. Activity monitored. 	3	3	9
Uncontrollable sledges, toboggans entering water/ice at base of slopes causing injury or drowning	<ul style="list-style-type: none"> Members of the Public Staff Contractors 	2	5	10	<ul style="list-style-type: none"> Fix straw bales at base of slopes to prevent their movement and access to water/ice as and when reasonable. Fix hazard tape to bales to accentuate danger. 	1	5	5



					<ul style="list-style-type: none"> • Check bales and tape regularly to ensure they are in place and replace as necessary. • Activity monitored. 			
Emergency vehicles unable to access site due to inconsiderate parking leading to treatment delay	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	4	4	16	<ul style="list-style-type: none"> • Sign access points. • Activity monitored. 	2	4	8
Broken material used as sledges and broken glass on surface leading to injuries	<ul style="list-style-type: none"> • Members of the Public • Staff • Contractors 	4	3	12	<ul style="list-style-type: none"> • Inspect area and clear debris on a daily basis. • Activity monitored. 	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

Likelihood of Occurrence \ Severity of Harm		Severity of Harm				
		1 Minor - Causing minor injuries (e.g. cuts, scratches). No lost time likely other than first aid treatment.	2 Low - Causing moderate injuries (e.g. sprains, bruises, lacerations).	3 Medium - Causing temporary disability/significant injury (e.g. fractures).	4 High - Causing permanent disability (e.g. loss of limb, sight or hearing).	5 Major - Death to one or more people. Loss or damage is such that it could cause serious business disruption (major fire, structural damage).
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