

Original Date	06 November 2010	Review dates	06 November 2011 January 2017 July 2017 January 2019 MT (interim) January 2020 MT (interim)
Originator	Gordon Redford; Site Presentation and Safety		
Reviewed by	Community Ranger, Steve Howkins		
Risk Rating	LOW	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
Water in the form of the lake (parts of which flood at times of high rainfall) and the River Ouzel has potential for drowning	Public, Staff Volunteers Members of Public	3	5	15	<ul style="list-style-type: none"> Water Safety Policy, and Water Safety Risk Assessment in place. Water safety signage and nag points in place and checked monthly. Swimming (other than that allowed by license or organised by the water centre) 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. Water use by Whitecap Leisure and Milton Keynes Angling Association (MKAA) licensed by the Property Team and Operations Team. 	1	5	5
Activities of other park users such as anglers, equestrians may lead to injuries (to include lines, weights and hooks in the lake and on the wake rig)	Public, Staff Volunteers Members of Public	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. Events over 500 or high risk are required to submit an Event Safety Management Plan. 	1	3	3



					<ul style="list-style-type: none"> • Liaise with organized groups e.g. Milton Keynes Angling Association to ensure safe practices and fishing in permitted times, seasons and areas. • Daily pre-use checks of the rig and water surface for any visible fishing props in the water and on the rig. • Activities are licensed as non-exclusive and therefore with organised with minimised conflict. • 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. 			
Contractors, Direct Works and volunteers operations may endanger public and lead to accidents	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> • Landscape Officers/Park staff oversee all operations and advise on safety and best practice. • Operators instructed to be mindful of public use and to pace man at work signs either end of work site. • Operators instructed to stop work if public are at risk. • Works organized to avoid areas of high public whenever possible. • Contractors and other authorized drivers required to use "hazard lights" and keep to 5mph speed in the promenade area. 	1	3	3
Activities of Whitecap Leisure	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> • Watersports activities managed/overseen by Willen Lake Management. • Other lakeside activities and events licensed by Whitecap 	1	3	3
Collision with vehicles may lead to injuries	Public, Staff Volunteers Members of Public	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 area utilized at times of high usage. 	1	4	4

					<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 hazard lights and keep to 5mph 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 and maintained 			
Levels of vermin (Rats, Canada Geese, Rabbits) may endanger public health leading to illness.	Public, Staff Volunteers Members of Public	3	5	15	<ul style="list-style-type: none"> Vermin activity monitored and reasons for high levels investigated (e.g. accessible food source). Safe control measures initiated when necessary and managed by Trust staff. (See Shooting Rabbits on Trust Land Risk Assessment). Cleansing schedule in place. 	1	5	5
Presence of biological hazards e.g. dog mess, Weils disease, blue-green algae, sharps may lead to ill health	Public, Staff Volunteers Members of Public	3	5	15	<ul style="list-style-type: none"> Park comprehensively litter picked by contractors. Area 1; Summer-daily/ Winter-thrice weekly Area 2; Summer and Winter-weekly All as per TC370. Site visited regularly by staff and volunteers who report on safety and cleanliness. Inspections for blue-green algae (mainly a summer and autumn issue) and signage in place when present. When blue-green algae present water sports activities reviewed and activities with high risk of falling into water or predicted long skin exposure to the affected water ceased until further notice at Willen Lake and WakeMK. 	1	5	5

					<ul style="list-style-type: none"> Ranger actively inspecting lakeside and actively communicate the hazard and risk relating to blue-green algae to dog owners. Schools and participants issued out with RYA guidance notes, briefed and required to sign consent to take part in activities before session start. All staff working in, on or near water made aware of Weils 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. 			
Slips, trips and falls may lead to injury	Public, Staff Volunteers Members of Public	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
Damaged gates, fences, furniture may lead to injury	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> Gates, furniture, car parks 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 and volunteers. 	1	3	3
Damage to other park hard works may lead to accident and injury	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> Car parks, environs, height barriers, bollards, interpretation notice boards, signage are on 6 monthly recorded checking regimes. Site patrolled on a regular basis by staff and volunteers. 			
Lack of or poor maintenance of "green works" may lead to accident and injury	Public, Staff Volunteers	3	3	9	<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. 	1	3	3

	Members of Public				<ul style="list-style-type: none"> • 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. • Tree inspection 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. 			
Poor maintenance of trim trail features may lead to accident and injury	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> • Trim trail checked and findings recorded monthly. • Site patrolled on a regular basis by staff and volunteers. 	1	3	3
Poor maintenance of play areas may lead to accident and injury	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> • Play areas checked visually weekly by RoSPA trained staff and findings recorded in PSS System. • Play areas operationally checked quarterly by RoSPA trained Parks Trust staff and findings recorded. • Play areas checked annually by RoSPA staff and all findings recorded • Site patrolled on a regular basis by staff and volunteers. 	1	3	3
Presence of uncontrollable/excitable dogs may lead to injury	Public, Staff Volunteers Members of Public	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. • 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. 	1	3	3

Contact with some plants and fungi may lead to allergic reactions or illness	Public, Staff Volunteers Members of Public	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
Adverse weather conditions may lead to flooding, fire risk, wind thrown trees causing injuries.	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> Water Safety emergency information advises of likelihood of flooding after heavy rainfall and danger of ice during very cold weather. Lighting of fires not permitted. After high winds, areas checked for wind thrown trees and made safe 	1	3	3
Limited public toilets and washing facilities onsite may lead to hygiene issues and subsequent illness/infection	Public, Staff Volunteers Members of Public	3	5	15	<ul style="list-style-type: none"> Public toilets next to cafeteria and Lakeside public house. (Extra toilets will be built and available to public in 2017 when the splash park will be developed). Liaise with public house for use of toilet facilities if group is a large one. All large events are to provide toilet provision for attendees. Option for Willen Operations Manager to hire in extra toilets during busy periods. 	1	5	5
Anti-social and/or inappropriate behavior may lead to accidents and injury	Public, Staff Volunteers Members of Public	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. 	1	5	5
Contact with litter/fly-tipped material may lead to injury/illness	Public, Staff Volunteers Members of Public	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. 	1	3	3



					<ul style="list-style-type: none"> • Arrangements in place (via contractors) for prompt removal of dangerous fly-tipped material. 			
Contact with burnt out cars may lead to injury/illness	Public, Staff Volunteers Members of Public	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
There is an electricity supply available for licensed events Electrocution and fire risk	Public, Staff Volunteers Members of Public				<ul style="list-style-type: none"> • The electricity supply at Willen Lake SCPP is subject to fixed wire inspection. Points are isolated when not in use. 	1	5	5
Fixed water taps are provided for licensed activities	Public, Staff Volunteers Members of Public	3	5	15	<ul style="list-style-type: none"> • 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



Injury to the public from cyclists on the main promenade during busy periods.	Public, Staff Volunteers Members of Public	3	3	9	<ul style="list-style-type: none"> • Signage asking cyclists to slow down positioned along the promenade. • Social media communication to encourage responsible behavior and alert the public to varied users of the promenade. • Area patrolled by Willen Lake staff and any issues reports to the Park Ranger and Operations Manager. • Communication with the council on how best to manage the public highways. 	1	3	3
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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