


Assessment Date	25/01/20	Review Date (To be within 24 Months)	25/01/21
Work Area	Loughton Valley Park (Bancroft to Lodge Lake)		
Reason for Assessment (Tick appropriate boxes)			
Initial Assessment	<input type="checkbox"/>	Periodic Review	<input checked="" type="checkbox"/>
Change of Work Process	<input type="checkbox"/>	Change of Personnel	<input type="checkbox"/>
Relocation	<input type="checkbox"/>	After an Accident / Incident	<input type="checkbox"/>
		Change of Equipment	<input checked="" type="checkbox"/>
		Abnormal Activity	<input type="checkbox"/>
		Other	<input type="checkbox"/>
Brief Description of Assessment:			
Site Risk Assessment			
Assessor(s):			
Julie Dawes (Events & Community Engagement Manager), Julian Kendall (Community Ranger), Michael Thomas (H&S Manager)			

Hazard = Something with the potential to cause harm.

Risk = The likelihood of a hazard causing harm & its associated severity.

'Concentrate on the significant, ignore the trivial'

Part 1 – Hazard Identification

1. General Description of the Area	Associated Hazards
<p>Loughton Valley Park is a linear running from Blue Bridge to Loughton to the east of Milton Keynes.</p>  <p>The park contains areas of grassland with paths running through. The Loughton Brook flows through. The park contains some art work installations. At its southern end is Lodge Lake, one of the city's 'on-line' balancing lakes.</p> <p>It was created in 1981 by building a dam across the Loughton Brook. This holds back water as flow rates in the brook increase, helping to prevent flooding in downstream areas.</p>	<p>Water</p> <p>Slips, Trips & Falls</p> <p>Litter / Waste</p> <p>Weather</p> <p>Welfare</p> <p>Other Users</p> <p>Animals</p> <p>Biological Matter</p>

2. Plant, Equipment and Vehicles in or adjacent to the work area	Associated Hazards
<p>The Parks Trust and / or its contractors will from time to time be carrying out landscaping operations.</p> <p>Vehicles may be driven through areas of the park in association with landscape works.</p>	<p>Noise</p> <p>Impact</p> <p>Dust</p> <p>Various machinery / operational work</p>

3. METHOD STATEMENT Description of the task / process to be carried out (step-by-step tasks). This section should describe exactly how the work will be done and by whom	Associated Hazards
<p>Multi use parkland</p> <p>All Parks Trust events and activities are risk assessed, insured and overseen by the Marketing, Events and Community Team.</p> <p>Note: Risk Assessment History.</p> <p>First completed 06/11/2010 by Gordon Redford (Site Presentation & Safety)</p> <p>Reviewed 06/11/11 Reviewed 22/06/16 by RW/DG Reviewed March 2017 by Julian Kendal / Julie Dawes</p>	<p>Various (See Part 2)</p>

Assessors Signature(s) _____

ALL Those involved in making the Risk Assessment to sign

Part 2 - Detailed Assessment of Risks

Hazard. Potential harm and how caused (List all hazards identified in part 1)	Persons likely to be affected	Existing Control Measures. (Describe all existing measures taken to reduce risk)	Risk Rating. S x L (See Table 1) <i>[egg 3 x 1 = 3 Low]</i>	Action required to reduce / control risk. (Further improvements that could be made to the control measures. To be agreed with relevant manager & H&S Advisor)	Corrective Action Number (If further control measures required)	Residual Risk Rating (After further actions)
Water (Drowning, Exposure)	Public Staff Volunteers Contractors	Water Safety Policy TPT-1012 Water safety signage in place at Lodge Lake and checked monthly, logged on PSS System. Swimming, general water play, ice play actively discouraged when known to be taking place. Such activity logged in Community Ranger incident database when encountered. Regular press releases & educational initiatives undertaken to encourage responsible behaviour. Water use by Milton Keynes Angling Association (MKAA) licensed, risk assessed, insured and overseen by Operations Director and Community Rangers. Fishing only permitted at marked pegs.	3 x 1 = 3 LOW			
Slips, Trips & Falls (Injuries)	Public Staff Volunteers Contractors	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.	2 x 2 = 4 MEDIUM	Remains as a medium risk as individual responsibility important in using parkland and taking appropriate measures to ensure own safety.		

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Impact (Vehicle movements)	Public Staff Volunteers Contractors	Car parks laid out to facilitate safe parking. Surfaces checked regularly with a 6-monthly recorded inspection. Overflow area utilized at times of high usage. No unauthorized vehicles permitted on the park and policed by Community Rangers. Vehicular access for events and activities only under supervision. Contractors and other authorized drivers required to use hazards and travel no faster than 10mph. Contractors and Trust vehicles to be clearly identified by legitimate signs with a company name/logo. Vehicular access points gated, fenced or bollarded and all structures are monitored and maintained.	3 x 1 = 3 LOW			
Landscape Operations (Various issues – machinery, noise, dust etc.)	Public Staff Volunteers Contractors	Landscape Officers/Park staff oversee all operations and advise on safety and best practice. Operators instructed to stop work if public are at risk. Works organized to avoid areas of high public whenever possible. Operators instructed to be mindful of public use and to place man at work signs either end of work site.	2 x 1 = 2 LOW			

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		Contractors and other authorized drivers required to use "hazard lights" and to travel no faster than 10mph.				
Poor Landscape Maintenance	Public Staff Volunteers Contractors	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. Tree inspection policy in place & regular tree inspections.	2 x 1 = 2 LOW			
Waste (Cuts, needle stick, biological, disease)	Public Staff Volunteers Contractors	Park comprehensively litter picked by contractors. Frequency defined by Term Contract TC390. Organised events have waste management as a requirement of licence. Arrangements in place (via contractors) for prompt removal of dangerous fly-tipped material. Burnt out cars removed as soon as possible by police and temporarily	2 x 2 = 4 MEDIUM	Remains as a medium risk as individual responsibility important in using parkland and taking appropriate measures to ensure own safety.		

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		fenced when aware, while removal awaited. Site visited regularly by staff and volunteers 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 Weils disease and issued with Leptospirosis cards. Water Safety Policy TPT-1012	2 x 2 = 4 MEDIUM			
Vermin / Insects (Disease, Illness, Allergic Reaction)	Public Staff Volunteers Contractors	Vermin activity monitored and reasons for high levels investigated. Safe control measures initiated when necessary and managed by Trust staff. (See Shooting Squirrels & Rabbits on Trust Land Risk Assessment). Cleansing contract in place. Wasp and hornet nests monitored and destroyed if in locations where they may cause injury.	2 x 2 = 4 MEDIUM	Remains as a medium risk as individual responsibility important in using parkland and taking appropriate measures to ensure own safety.		
Trees Dropping Wood (Impacts, Crushing, Trips)	Public Staff Volunteers Contractors	Tree inspection policy and regular inspections take place. Area checked for windthrown and hung up trees after high winds.	3 x 1 = 3 LOW			

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Damaged Park Furniture / Features	Public Staff Volunteers Contractors	Gates, fences in grazing areas accessing roads, 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.	2 x 1 = 2 LOW			
Uncontrolled / Excitable Animals (Dogs)	Public Staff Volunteers Contractors	Dog owners encouraged to ensure their dogs are under control. 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 x 1 = 2 LOW			
Other Legitimate Park Use (Various injuries)	Public Staff Volunteers Contractors	All 3 rd party events are licensed, require risk assessment & appropriate insurance.. Checked and overseen by Marketing, Events and Community Team. (At a level appropriate to scale of event).	2 x 1 = 2 LOW			

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		Large events to be referred to MK Safety Advisory Group and any appropriate licencing bodies. 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.				
Anti-Social Behaviour	Public Staff Volunteers Contractors	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.	2 x 1 = 2 LOW			
Plant Material (Various) (Allergic Reaction, Illness form some plants and fungi)	Public Staff Volunteers Contractors	Organised groups such as schools, guided walks are made aware of the dangerous potential of some plants when relevant.	2 x 1 = 2 LOW			
Trim Trail Equipment (Lack of maintenance leading to injury)	Public Staff Volunteers Contractors	Trim trail checked & findings recorded monthly. (RPII registered inspector). Hard Works team (or specialized contractor) carry out required maintenance as soon as practical. Site patrolled on a regular basis by staff and volunteers.	2 x 1 = 2 LOW			

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Weather Conditions (Flooding, Fire Risk, Windthrown Trees)	Public Staff Volunteers Contractors	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. Site patrolled on a regular basis by staff and volunteers.	2 x 1 = 2 LOW			
Welfare Provision (Hygiene, Illness, Infection)	Public Staff Volunteers Contractors	Organised groups advised of lack of facilities and to make own provision. Website has clear information stating that there are no welfare facilities available in park.	2 x 1 = 2 LOW			
The Parks Trust Events (Various injuries)	Public Staff Volunteers Contractors	All Parks Trust events and activities are risk assessed, insured and overseen by the Marketing, Events and Community Team. Large events will be referred to MK Safety Advisory Group.	2 x 1 = 2 Low	TPT events team will manage events. Appropriate actions taken in response to any changing circumstance.		

Part 2 - Detailed Assessment of Risks

Table 1. Risk Rating

Risk rating = Severity x Likelihood

Risk Assessment		Severity (S) [Severity] & [Extent]		
		Slightly Harmful [Minor injury / illness, first aid treatment, minor equipment damage] [Affecting only one person] (1)	Harmful [Serious injury / illness, hospitalisation, equipment damage] (2)	Extremely Harmful [Fatality, loss of limb, permanent disability, equipment destroyed] [Several persons affected] (3)
Likelihood (L) [Exposure to Hazard] [Occurrence of Hazard] [Possibility of Avoidance]	Very Unlikely (1) [Minimal interaction] [Remote possibility] [Easily avoidable]	Low (1)	Low (2)	Low (3)
	Unlikely (2) [Much interaction] [More likely] [Some possibility to avoid]	Low (2)	Medium (4)	Medium (6)
	Likely (3) [Intensive interaction] [Quite likely] [Little possibility of avoidance]	Low (3)	Medium (6)	High (9)

- 1 – 3 Tolerable Risk
- 4 – 6 Moderate Risk
- 9 High Risk – Intolerable

Monitor regularly to ensure that the risk does not grow.
Potentially serious. Long term issues anticipated. Plan.
ACT NOW.

Part 3 - Review

Category No:	1 Regular (24 monthly) review	2 Result of accident	3 Result of near miss	4 Change of process	5 Change of location	6 Personnel change
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Date:	Category No	Assessors/s	Comments	Action Required	Date Closed
3/10/18	4	Michael Thomas	Throw Lines removed from Lodge Lake. Repeated vandalism occurring to equipment and not possible to ensure available. Risk of removing is low & removes issues with reliance on safety equipment that may be non-operational. In line with RoSPA guidance. Transferred to new format template.	Remove throw line equipment. Update site signage.	16/09/18
25/01/20	1	Michael Thomas	Periodic update to bring date in line with other site RAMS		

