

	<h1>RISK ASSESSMENT</h1>	RA No.	SL-102 Rev 1
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Assessment Date	July 2022	Review Date (To be within 24 Months)	July 2024
Work Area	Parkland With Significant Woodlands		
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 type="checkbox"/>
		Abnormal Activity	<input type="checkbox"/>
		Other	<input type="checkbox"/>
Brief Description of Assessment:			
Parks Containing Large Areas of Woodland			
Parks / Parkland in The Parks Trust Estate in which a significant wood is located.			
Assessor(s):			
Michael Thomas (Health & Safety Manager)			

Hazard = Something with the potential to cause harm.

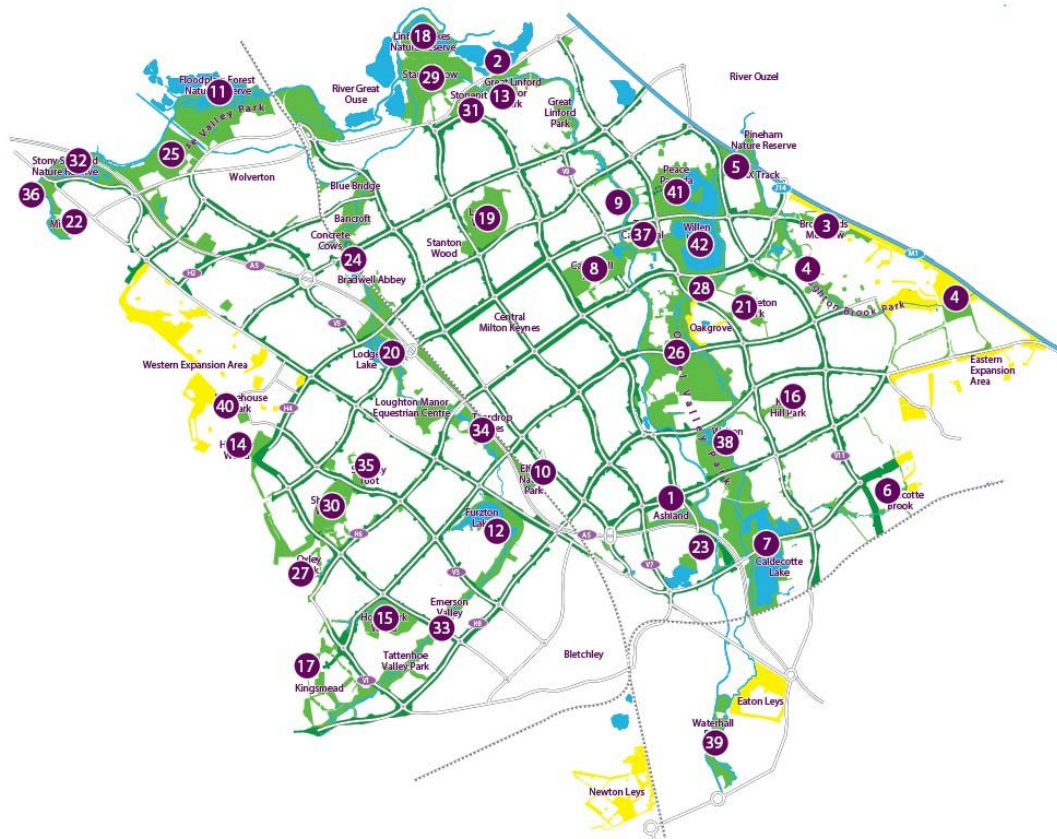
Risk = The likelihood of a hazard causing harm & its associated severity.

‘Concentrate on the significant, ignore the trivial’

Part 1 – Hazard Identification	
1. General Description of the Work Area	Associated Hazards
<p>Parkland areas where the most significant feature is a wooded area. Although the generic hazards associated with woods are the same across all areas, there may be individual characteristics associated with a particular park. These are indicated in Section 1, Part 3 (Method Statement).</p> <p>Note: Other areas of park may well contain woods or areas of tree cover. These are covered by one of the other site risk assessments.</p> <p>In general Parks will include many similar hazards. Some parks may have individual hazards, for example particular art installations, grazing cattle, bridges, electrical boxes etc.</p> <p>Areas with significant woods include;</p> <p>Blackhorse Wood Hazeley Wood Howe Park Wood Kents Hill Kingsmead Spinney Linford Wood The Poplar Plantation Shenley Wood Tree Cathedral</p> <p>(Note: This list is not exhaustive, and many parks will contain areas of woodland within them).</p>	<p>Trees [Falling Debris, Falling Trees, slips / trips / Falls]</p> <p>Water [Drowning, disease, algae]</p> <p>Impact [Vehicles]</p> <p>Weather [Heat, Cold]</p> <p>Biological</p> <p>Litter</p> <p>Public Art Installations</p>

2. Plant, Equipment and Vehicles in or adjacent to the work area

Associated Hazards



- 2. Blackhorse Wood
- 14. Hazeley Wood
- 15. Howe Park Wood
- 16. Kents Hill
- 17. Kingsmead Spinney
- 19. Linford Wood
- 28. The Poplar Plantation
- 30. Shenley Wood Hazeley Wood
- 37. Tree Cathedral

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>To report issues to The Parks Trust:</p> <p>Phone: 01908 233600 (Office Hours) Email: info@theparkstrust.com</p> <p><u>GENERAL</u></p> <p>Each area of park is assigned to an Area Landscape Manager and / or Landscape Officer who have the overall responsibility for that area.</p> <p>Additionally, each area has a designated Community Ranger who will regularly patrol their areas and be a point of contact for members of the public.</p> <p>Few locations have any accessible public toilets or welfare facilities.</p> <p><u>TREE SAFETY</u></p> <p>The Trust's policy recognises that trees are living and dynamic organisms that are affected by changes to the conditions in which they are growing, the climate, pests and diseases.</p> <p>Many factors can therefore lead to any individual tree becoming unstable and unpredictable, particularly as they age.</p> <p>The Trust also recognise that it is not possible to completely remove all risk to the public and property of trees falling on them without removing all trees above a certain size.</p> <p>Therefore, The Trust's policy is to carefully and systematically assess our trees and manage and mitigate risk whilst maintaining its trees in good and healthy condition.</p> <ul style="list-style-type: none"> • The Trust will employ suitably qualified & experienced staff who will carry out regular inspections of individual trees, groups of trees and woodlands. • All trees will be assessed at least once every five years. The frequency and types of assessment undertaken will depend upon the judgement of the Trust's experienced and qualified staff • The Trust's trees will be assessed using one of four distinct methods: <ol style="list-style-type: none"> a) Informal Review of individual trees or groups of trees b) General Survey of groups of trees c) Basic Survey of individual trees d) Detailed Inspection of individual trees • Trees of note (valuable for biodiversity & / or of cultural significance) which may not be fully healthy will be assessed and managed in a way that is appropriate to the individual tree and mitigates any risk to the public. 	

- The Trust will keep records of tree safety assessments and of work undertaken on trees and plantations.
- Where it is felt necessary and trees are identified to have problems that require specific investigation, the Trust will call on the experience of outside bodies or consultants such as the Alice Holt Forest Research Station.
- The Trust will make adequate provision in its annual budget for work to be carried out on the Trust's trees in order to ensure the safety of the public and property.

KEY WOODLAND SAFETY

- Trees may be affected by numerous factors that affect their health & stability.
- Paths in woods may be slippery & muddy. Wear suitable footwear.
- Never to eat any part of a plant or fungi, or drink water from streams.
- Observe good hygiene - wash hands, or clean them with wipes, before then eating anything.
- Be aware what stinging nettles & brambles look like & take care around them.
- Be aware of weather conditions and avoid entering during storms.

Code of Conduct for All Dog Walkers in Milton Keynes Parks;
<https://www.theparkstrust.com/media/3443/dog-code-of-conduct-2019.pdf>

In all three mature woodlands due to wildlife and bird nesting considerations, dogs must be kept leads from 1st March to 30th September.

Individual Park Features

• **Blackhorse Wood**

Large pond as part eighteenth century cascade.

• **Hazeley Wood**

Specific areas used by MK Field Archery Club under annual licence from The Parks Trust. Could be in use any day from 08:00 till dusk.
<http://www.mkfac.co.uk/>

• **Howe Park Wood**

Water
 Play Park
 Education centre with café and toilet facilities (during opening hours only)
 Ambulance Standby and Amenity Point (ASAP)

Public Art – Frog Band

Dogs must be kept on 1st March to 30th September.

- **Kents Hill Wood**

No specific features

- **Kingsmead Spinney**

No specific features

- **Linford Wood (and Stanton Wood)**

Public Art – Carved Sculptures

Dogs must be kept on 1st March to 30th September.

- **The Poplar Plantation**

Plantation of Poplar trees in largely linear pattern. Adjacent to part of River Ouzel.

- **Shenley Wood**

Large ancient woodland with mature trees

Water (Ponds, Ditches, Sustainable Urban Drainage Scheme Features)

Dogs must be kept on 1st March to 30th September.

- **Tree Cathedral**

Green Burial site

AED Locations

The nearest AED location can be found using an App such as that available from the South Central Ambulance Service called Savealife.
(<https://www.scas.nhs.uk/news/campaigns/savealife/>)

Emergency Access

Location information is displayed site Information signs located at various points around the wood. Example shown below



Assessors Signature(s) Michael Thomas (Health & Safety Manager)

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) [e.g. 3 x 1 = 3 Low]	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)
Trees [Falling Branches]	Park Visitors	<ul style="list-style-type: none"> The Trusts Tree Safety Policy (Detailing inspection & remedial work required) All trees inspected at frequency dependant on species / age / location / health Employ professionally qualified arboriculturists Continuing program of landscape management Social Media warnings associated with extremes of weather / climate. 	3 x 1 = 3 LOW	Public advised to be vigilant and to take care in adverse weather		
Trees [Slips, Trips & Falls]	Park Visitors	<ul style="list-style-type: none"> Sites patrolled on a regular basis by staff and volunteers. Leisure route paths, bridges, boardwalks are on a 6-monthly recorded, checking regime. 	2 x 2 = 4 MEDIUM	<p>There are always likely to be natural slip / trip hazards in a wooded area, including roots, uneven ground, leaf debris, fallen or wind-blown wood debris etc.</p> <p>Visitors are encouraged to wear appropriate footwear and to take note of weather conditions.</p>		
Trees [Falling Trees]	Park Visitors	<ul style="list-style-type: none"> The Trusts Tree Safety Policy (Detailing inspection & remedial work required) All trees inspected at frequency dependant on species / age / location / health Employ professionally qualified arboriculturists Continuing program of landscape management Social Media warnings associated with extremes of weather / climate. 	3 x 1 = 3 LOW	Public advised to be vigilant and to take care in adverse weather		

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Trees [Maintenance Activities by The Trust or Contractors, including thinning, crown-lifting, felling etc.]	Park Visitors	<ul style="list-style-type: none"> Work carried out only by suitably trained persons Work planned & scheduled appropriately Signage displayed Ground team members act as lookouts Work stopped if members of public enter working zone 	2 x 1 = 2 LOW			
Water [Drowning, Weils Disease, Algae]		<ul style="list-style-type: none"> Water Safety Policy TPT-1012 Water safety signage checked monthly – recorded in PSS System Swimming, general water play, ice play etc. not permitted and discouraged when known to be taking place Regular communication (via social media, Web site, press etc.) and educational initiatives undertaken to encourage responsible behaviour. Water activity monitored and recorded by Community Rangers. 	3 x 1 = 3 LOW	<p>The Trust will communicate messages about water safety in a variety of different ways.</p> <p>Where persons are found to be in the water, Community Rangers will explain the associated issues. (Unknown obstacles, cold water shock, health hazards).</p> <p>Follow good general hygiene principles. Wash hands after contact with water & before eating, drinking or smoking.</p> <p>Certain types of algae can be fatal to dogs – keep out of affected water</p>		
Impact [Vehicles]	Park Visitors	<ul style="list-style-type: none"> Car parks well laid out Restricted access for vehicles into parks Authorised vehicles restricted to speed of 10mph, use of hazard lights and flashing beacon (if fitted) 	2 x 1 = 2 LOW	Signs to be placed in advance of any works in progress.		
Adverse Weather [Rain, Wind, Heat, Cold]	Park Visitors	<ul style="list-style-type: none"> Trust staff make checks after high winds for damaged trees & debris. Appropriate warnings issued via web site & / or social media. 	2 x 2 = 4 MEDIUM	<p>Public should remain vigilant at times of heavy rainfall.</p> <p>Public advised to dress appropriately for weather conditions.</p>		

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) [e.g. 3 x 1 = 3 Low]	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)
Biological [Animal Waste, Drugs Paraphernalia, Sharps, Human Body Fluids / Waste]	Park Visitors	<ul style="list-style-type: none"> Regular patrols of areas by Community Rangers, other staff & volunteers. Regular cleansing of areas by The Trust or their contractors. Licensed commercial dog walkers 	2 x 1 = 2 LOW	Parish / Local councils provide dog waste bins. Public should be vigilant and avoid any such hazards. Report immediate threats to the police and of maintenance issues to The Trust.		
Litter	Park Visitors	<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. 	2 x 1 = 2 LOW			
Public Art Installations	Park Visitors	<ul style="list-style-type: none"> Art structures are inspected as part of 6 monthly Safety & Visual checks 	2 x 1 = 2 LOW			
Activities of Other Park Users [Events, Aggressive Behaviour / Animals, Anti-Social Activity]	Park Visitors	<ul style="list-style-type: none"> Regular patrols of areas by Community Rangers, other staff & volunteers. Events & Forest Schools licensed & separately risk assessed. Known anti-social behaviour reported to police. Liaison with appropriate agencies to share information. 	2 x 1 = 2 LOW	Public advised to avoid confrontation and report anti-social behavior directly to police.		
Landscape Operations	Park Visitors	<ul style="list-style-type: none"> All work planned. On site assessments to be completed. Signs to be placed giving warning of operations. 	2 x 1 = 2 LOW			

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		<ul style="list-style-type: none"> Contractors monitored by The Trust Landscape Officers. 				
Grazing Animals	Park Visitors	<ul style="list-style-type: none"> Farming policy & risk assessments Grazing animals managed by farming partner. Boundary fences inspected & Maintained 	3 x 1 = 3 LOW			
Play Areas / Trim Trails	Park Visitors	<ul style="list-style-type: none"> Inspected annually by RoSPA Inspected weekly & monthly by The Trusts qualified play area manager Play Area Policy TPT-1024 	2 x 1 = 2 LOW	Maintenance to be carried out at time of defect discovery if possible or otherwise made safe until repair can be affected		
Vermin	Park Visitors	<ul style="list-style-type: none"> Monitoring & high levels investigated. Cleansing contracts in place. Vermin control measures utilised as appropriate. 	2 x 1 = 2 LOW	Advice given regarding waterfowl feeding via website & Community Rangers.		
Dogs [Uncontrolled, Excitable]	Park Visitors	<ul style="list-style-type: none"> Community Ranger Patrols Licenced commercial dog walkers 	2 x 1 = 2 LOW	The Trusts code of conduct for dog walkers available from website		

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 ahead.
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
Aug 19	1, 4		Regular review & change to structure of site risk assessments. Individual site risk assessments withdrawn & replaced by zoned / themed risk assessments.	N/A	N/A
July 2022	1	Michael Thomas	Periodic Review Minor edits made for clarity	N/A	N/A

