

	<h1 style="margin: 0;">RISK ASSESSMENT</h1>	RA No.	SL-104 Rev 1
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Assessment Date	July 2022	Review Date (To be within 24 Months)	July 2024
Work Area	Willen Lake South		
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:			
Willen Lake South			
Willen Lake South – lake and surrounding parkland with associated activities.			
Assessor(s):			
Robert Wood (General Manager Whitecap Leisure), Michael Thomas (Health & Safety Manager)			

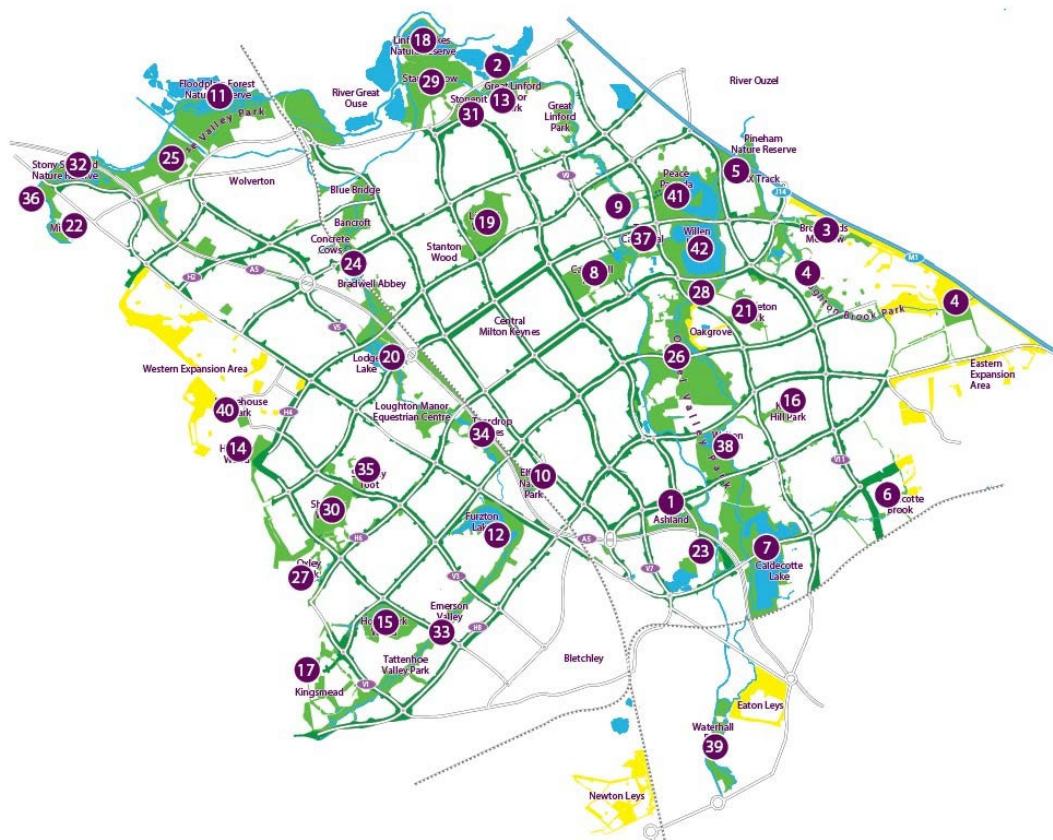
Hazard = Something with the potential to cause harm.
Risk = The likelihood of a hazard causing harm & its associated severity.

‘Concentrate on the significant, ignore the trivial’

Part 1 – Hazard Identification	
1. General Description of the Work Area	Associated Hazards
<p>Willen Lake South is one of The Parks Trusts busiest parks and consists of the lake itself and an area of parkland containing areas for events and a number of activity centres.</p> <p>The lake itself is one of Milton Keynes main balancing lakes as part of the city flood defence plans, and its use for this purpose is controlled by Anglian Water.</p> <p>The Parks Trust has a wholly owned subsidiary company (Whitecap Leisure Limited) which runs the commercial activities that take place at Willen Lake South.</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>Note; Willen Lake North is covered in separate risk assessment SL-103</p>	<p>Water [Drowning, Leptospirosis, Blue-Green Algae, Weirs & / or flood control structures]</p> <p>Slips, Trips & Falls [Fractures, Sprains, Abrasions]</p> <p>Height [Falls]</p> <p>Impact [Vehicles, Bicycles]</p> <p>Weather [Heat, Cold]</p> <p>Biological [Including Wildlife]</p> <p>Litter [Sharps, Contamination]</p> <p>Public Art Installations</p> <p>Events</p> <p>Play & Trim Trail Equipment</p> <p>Trees</p>

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

Associated Hazards



42. Willen Lake South

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><u>WILLEN LAKE SOUTH</u></p> <p>Willen Lake South is operated as a commercial enterprise by The Parks Trust. All revenue generated is used by The Trust (a self-financing charity) to maintain over 6000 acres of parks and features within Milton Keynes.</p> <p>Parking is chargeable at this Willen Lake car parks.</p> <p>Many activities are undertaken at Willen Lake South. Further details are available via the website.</p> <p>https://www.willenlake.org.uk/</p> <p>Third Party attractions and events may also operate at Willen Lake South, including Aqua Parcs https://aquaparcs.co.uk/. These are all licenced and separately risk assessed and insured.</p> <p><u>WATER</u></p> <p>The Trust's policy recognises that the most positive way of counteracting drowning is to prevent unsupervised or controlled entry into the water in the first place. There are many possible causes of drowning which form the links in the drowning chain. It is essential to counter these factors and break the link in the chain as soon as possible, preferably before rescue is required.</p> <p>The links are:</p> <ul style="list-style-type: none"> • Ignorance, disregard or misjudgement of danger. • Unrestricted access to hazards. • Absence of adequate supervision. • An inability to save yourself or be rescued 	

With reference to the RoSPA drowning chain, the Trust will seek to break the chain in two places by;

- Providing information, guidance and education to help prevent ignorance, disregard or misjudgement of danger being a contributory cause.
- Manage its land and assets and collaborate with other parties to consider how individuals may either save themselves or be rescued.

Willen Lake may be liable to rapid rise in height of water due to nature of Milton Keynes flood defences. Associated control structures owned and operated by Anglian Water are located at Willen Lake North. There are likely to be strong currents at these locations.

Fishing pegs are provided at several locations and operated via licence agreement with Milton Keynes Angling Association.

Key Safety Messages

- Stay out of the water unless taking part in an organised and / or supervised activity. You cannot be sure what is in the water.
- If you end up in water unintentionally, float on your back to survive – cold water shock is a major hazard. Once your body has had a chance to adjust you will be better able to rescue yourself.
- Don't go into the water to rescue pets.
- Stay off ice in winter – it probably will not support you.

TREES

The park contains a variety of trees of different species. Trees are living and dynamic organisms that are affected by changes to the conditions in which they are growing, the climate, pests and diseases.

Many factors can therefore lead to any individual tree becoming unstable and unpredictable, particularly as they age.

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.

Therefore, The Trust's policy is to carefully and systematically assess all of our trees and manage and mitigate risk whilst maintaining its trees in good and healthy condition.

- Trees may be affected by numerous factors that affect their health & stability.
- Paths may be slippery & muddy. Wear suitable footwear.
- Never 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 sheltering under trees during storms.

INDIVIDUAL PARK FEATURES

All areas of operation at Willen Lake South have detailed operational procedures and suitably trained and qualified staff. Relevant standards are followed as required for individual activities

- **Water Sports**

All water sports participants must wear a lifejacket.

- **Treetop Extreme**

Participants are briefed and wear safety harness equipment and climbing helmets during activities.

The courses are subject to regular internal and external checks and certifications.

- **Splash n Play**

Numbers using the splash pad are controlled.

Water systems are subject to maintenance and cleaning regimes to ensure quality of water running through system.

- **Wakeboarding centre**

The rig is inspected and maintained by a professional company to industry standards.

Participants wear lifejackets and helmets.

- **Public Art**

The art works have individual characteristics and have all been assessed for their suitability to be located in the park.

- **Play Park & Fitness Equipment**

Equipment is internally inspected by qualified play inspector and annually by RoSPA.

- **Archery**

Takes place in separate area and led by qualified instructors.

- **Events**

Numerous events are organised and run at the lake. Details of upcoming events can be found on the Willen Lake website <https://www.willenlake.org.uk/whats-on-at-willen-lake>, as well as publicised in various media.

Liaison with police, MK Council and other agencies occurs regularly.

Each event is subject to its own risk assessment and (if appropriate) detailed events plan. Third party events are licensed and required to provide detailed risk assessments, planned and have appropriate insurance cover in place (min £5mil indemnity).

The Trust participates in the Milton Keynes Safety Advisory Group which coordinates for larger events within the city. (<https://www.milton-keynes.gov.uk/leisure-tourism-and-culture/public-safety-at-events>)

AED Locations

The water sports centre has a portable AED which is available when the building is open. The nearest registered 24/7 accessible AED is at, Lovat Fields Village, Japonica Lane, Great Brickhill Street, Milton Keynes, MK15 9ED

Emergency Access

Location and access information is displayed on signs located at various points around lakes. Example shown below

Public Rescue Equipment (PRE)

Most of The Trust's lakes do not have PRE. Where there is PRE, then its location is indicated on water safety signs.

The Trust has removed PRE in a number of locations due to continued vandalism meaning that it cannot be relied upon when needed.



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Assessors Signature(s) Michael Thomas (Health & Safety Manager)
Robert Wood (General Manager Whitecap Leisure)

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)
Water [Drowning, Weils Disease, Algae]		<ul style="list-style-type: none"> Water Safety Policy TPT-1012 Qualified instructors for organised activities Follow RYA guidance Life jackets for organised / supervised activities Water safety signage checked monthly – recorded in PSS System Swimming, general water play, ice play etc. not generally 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. Algae levels monitored and recorded by Community Rangers Variety of measures such as ultrasonic platform devices, blue dye, reed cutting & under certain conditions the limited use of harmless sodium percarbonate 	3 x 1 = 3 LOW	<p>Willen Lake operating procedures, training etc.</p> <p>The Trust will communicate messages about water safety in a variety of different ways.</p> <p>No persons allowed to be in the water, except during organized &/or supervised sessions.</p> <p>Persons entering water outside of operating hours do so under their own risk (An obvious hazard). Report to police using 101 or 999 if life threatening situation.</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>		
Slips, Trips & Falls [Fracture, sprain etc.]	Park Visitors	<ul style="list-style-type: none"> Sites patrolled on a regular basis by staff Leisure route paths, bridges, boardwalks are on a 6-monthly recorded, checking regime. Splash Park surface maintained and cleaned 	2 x 2 = 4 MEDIUM	<p>Continuing annual program of leisure route resurfacing.</p> <p>Reported issues assessed and action taken as needed.</p> <p>Park visitors should wear sensible footwear and be aware that many natural trip hazards may exist within the park land.</p>		

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		<ul style="list-style-type: none"> Splash Park supervisors always on duty Staff first aid trained. 				
Height Falls]	Park Visitors	<ul style="list-style-type: none"> Treetops courses inspected and tested Harnesses tested and maintained. Qualified staff Play & fitness equipment regularly inspected by RoSPA qualified staff. 	3 x 1 = 3 LOW	Individual activities subject to own operating procedures, risk assessment and training of staff.		
Impact [Vehicles, Bicycles, Objects such as boons in yachts, wakeboards & obstacles]	Park Visitors	<ul style="list-style-type: none"> Car parks well laid out Restricted access for vehicles into park other than car parks Authorised vehicles restricted to speed of 10mph, use of hazard lights and flashing beacon (if fitted) Equipment used for activities is all approved and tested 	2 x 2 = 4 LOW	<p>Signs to be placed in advance of any works in progress.</p> <p>Signage asking cyclists to slow down positioned along the promenade.</p> <p>Social media communication to encourage responsible behavior and alert the public to varied users of the promenade.</p> <p>Area patrolled by Willen Lake</p> <p>Communication with the council on how best to manage the public highways</p>		
Trees [Falling Branches; Slips, Trips & Falls]	Park Visitors	<ul style="list-style-type: none"> The Trusts Tree Safety Policy (Detailing the Trust's requirements for carrying out tree inspections & completing any remedial work) All trees inspected at frequency dependant on species / age / location / health 	3 x 1 = 3 LOW	<p>Visitors are encouraged to wear appropriate footwear and to take note of weather conditions.</p> <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>		

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		<ul style="list-style-type: none"> The Trust employ professionally qualified arboriculturists Continuing program of landscape management Social Media warnings associated with extremes of weather / climate. 				
Emergency Situation [Fire, First Aid, BBQ out of control]	Park Visitors	<ul style="list-style-type: none"> Sites patrolled on a regular basis by volunteers and any potential issues recorded. Maintenance on structures as necessary. In event of emergency during operating hours for activities, staff will guide public to designated areas. Outside of operating hours should contact the relevant service by calling 999 or for non-emergency issues to the police using 101 	3 x 1 = 3 LOW	Designated BBQ areas with disposal bins		
Events [Crowds, Fire & Emergency, Medical, Noise etc.]	Park Visitors	<ul style="list-style-type: none"> All events planned & separately risk assessed Only licenced third party events Medical cover & security provided as appropriate to event Liaison with other interested parties, such as MK Council/ Safety Advisory Group Noise checks in place for bigger events 	3 x 2 = 6 MEDIUM	Each individual event to be assessed and managed through the licensing process.		
Bridges, Paths, Signs, Seats, Fences [Injury from damaged structures, collapse of structure, Fall]	Park Visitors	<ul style="list-style-type: none"> Sites patrolled on a regular basis by staff. Leisure route paths, bridges, boardwalks are on a 6-monthly recorded, checking regime. 	2 x 1 = 2 LOW			

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)
Landscape Operations [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 Signs to be placed giving warning of operations. Ground team members act as lookouts Work stopped if members of public enter working zone On site assessments to be completed. Contractors monitored by The Trust Landscape Officers. 	2 x 1 = 2 LOW			
Adverse Weather [Rain, Wind, Heat, Cold]	Park Visitors	<ul style="list-style-type: none"> Staff make checks after high winds for damaged trees & debris. Activities suspended if severe weather. Appropriate warnings issued via web site & / or social media. 	2 x 2 = 4 MEDIUM	<p>Public should remain vigilant at times of heavy rainfall & / or high winds.</p> <p>Public advised to dress appropriately for weather conditions.</p>		
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	<p>Parish / Local councils provide dog waste bins.</p> <p>Public should be vigilant and avoid any such hazards.</p> <p>Report immediate threats to the police and of maintenance issues to The Parks Trust.</p>		
Litter [Cuts, Infection, Vermin]	Park Visitors	<ul style="list-style-type: none"> Litter cleansed to prescribed regime by contractors. Sites visited regularly by staff who report on cleanliness. Arrangements in place (via contractors) for prompt removal of dangerous fly-tipped material. 	2 x 1 = 2 LOW			

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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 staff 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.		
Vermin [Disease, Damage]	Park Visitors	<ul style="list-style-type: none"> Monitoring & high levels investigated. 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 Licensed commercial dog walkers 	2 x 1 = 2 LOW	The Trusts code of conduct for dog walkers available from website		
Rough Sleepers [Potential for anti-social behavior, drug use etc.]	Park Visitors	<ul style="list-style-type: none"> Location of any such encampments monitored Liaison with other applicable bodies Removal of any tents, litter etc once camp site vacated Public to avoid 	2 x 1 = 2 LOW			

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.



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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
April 2020	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	Robert Wood Michael Thomas	Regular review with minor edits		

