

Site risk assessment record

Berkshire
Buckinghamshire
Oxfordshire



Location: Inkpen Common (incl orchard)	Date of assessment: 18/05/2018	Nearest postcode: RG17 9QS	Main entrance OS Grid Ref : SU 383 641
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Hazards/hazardous events	Who is affected?	Typical outcome	Precautions	Risk Level LxH=RL
Uneven ground due to roots, stones and muddy paths causing slips, trips or falls	Public, BBOWT workers	Bruises, sprains, minor cuts and grazes	<ul style="list-style-type: none"> Warn of uneven ground to group. 	Likely x Slight harm = slight
Thorny bushes (gorse and blackthorn) along paths and in work areas.	Public, BBOWT workers	Cuts and grazes, Puncture wounds, eye damage	<ul style="list-style-type: none"> Ensure paths are kept clear. Provide safety glasses if working in thorny area. 	Likely x harmful = moderate
A number of PROWs and permissive paths go through the reserve and a bridleway runs along the eastern boundary.	Public, BBOWT workers	Head injuries from a rider falling off. Horse kicking, injury to passer by from conservation work taking place.	<ul style="list-style-type: none"> Warn people working on site and put up suitable signs when work is being done. 	Unlikely x harmful = slight
Dead branches in trees. Dead standing trees – risk of falling down	Public, BBOWT workers	Head injuries, cuts and bruises	<ul style="list-style-type: none"> Conform to COP 31 Tree safety assessment and any areas worked in are to be checked for dangerous trees. No work should be carried out in high winds. 	Unlikely x harmful = slight
Irritable and poisonous plants such as bracken and Fungi.	Public, BBOWT workers	Spores are Carcinogenic Poisoning from ingestion	<ul style="list-style-type: none"> Do not work in bracken infested areas in July/August/September. Do not eat fungi, berries or other plant material. Wash hands after handling such material. 	Unlikely x harmful = slight
Stings from bees, wasps or hornets	Public, BBOWT workers	Allergic reaction to stings	<ul style="list-style-type: none"> Be aware of any nests close by and do not get too close. All volunteers / staff should declare any known allergic reactions. 	Unlikely x harmful = slight
Dry heathland sites are candidates for fire , through accidental ignition or arson.	Public, BBOWT workers	Burns or smoke inhalation	<ul style="list-style-type: none"> Work party bonfires must be closely monitored, and never lit in high winds or summer. Where practical fire breaks should be considered and then maintained short. Advisory notices are an option if arson/campfires are seen. 	Unlikely x very harmful = moderate

	Slight harm	Harmful	Very harmful
Unlikely	Trivial	Slight	Moderate
Likely	Slight	Moderate	Substantial
Very likely	Moderate	Substantial	Intolerable

Ticks are known to be present on the reserve	Public, BBOWT workers	Infected bites or at worst Lyme's Disease	<ul style="list-style-type: none"> Long Trousers and sleeves should be worn in season, check body over after visit esp waist, legs, armpits. Remove with a twist, but ensure all mouthparts come free, if in doubt visit GP. Advise groups. 	Unlikely x harmful = slight
Overhead power lines cross the reserve running east west, north to south, and along roadside boundaries with Heads Lane, and Rooksnest Lane (comp 11). Lines may arc to earth through direct contact or spray drift. Metal objects may build up static charge. NB the utility company carry out routine scrub clearance beneath the lines	Public, BBOWT workers, and contractors	Electrocution or power cuts	<ul style="list-style-type: none"> No work carried out by staff with a chance of impacting on the lines, use only certified contractors. Do not park vehicle beneath lines. 	Unlikely x very harmful = moderate
Grazing animals are present at certain times during the year. The most likely grazing animals to be present are the trust's New Forest Ponies; these can be inquisitive and occasionally boisterous.	Public, BBOWT workers	Contact injury incl crushing	<ul style="list-style-type: none"> Advice notices asking public not to feed ponies posted by access points, keep dogs on leads. Only stock accustomed to public used. 	Unlikely x harmful = slight
Livestock and/or wild animals' (incl rats') dung/urine, and dirty water may be present with the possibility of water borne disease	Public, BBOWT workers	Illness with leptospirosis/Weil's disease	<ul style="list-style-type: none"> Inform workers or groups to practice good personal hygiene, esp prior to eating. Conform to CoP 15. 	Unlikely x harmful = slight
There is a small pond on the reserve,	Public, BBOWT workers	Falling in, getting stuck or drowning	<ul style="list-style-type: none"> Advise workers about taking care on banks or sloping ground near to pond. 	Unlikely x harmful = slight
There are some steps around the ponds and a section of boardwalk across the mire, as well as gates and a couple of benches	Public, BBOWT workers	Slips, trips, or falls	<ul style="list-style-type: none"> Monitor access structures to ensure good condition ie not rotten, surface is not slippery, or handrails sound (if present), and that gates open or close properly. 	Unlikely x harmful = slight
There is a small mire in comp 9 which is uneven with tussocks and permanently wet	Public, BBOWT workers	Trips and getting stuck	<ul style="list-style-type: none"> The main mire is fenced out (to exclude grazing), and the path that is routed this way has a boardwalk over the wettest parts. 	Unlikely x slight harm = minor

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There is a steep bank around an old digging, the drop is at most 10' but nowhere sheer, just steep	Public, BBOWT workers	Slips and falls	<ul style="list-style-type: none"> There is no fencing or warning as the risk is very low – advise groups. 	Unlikely x slight harm = minor
There is a swallow hole where the stream that feeds the mire and overflow from the pond drain. The base of the swallow hole may be unstable	Public, BBOWT workers	Getting stuck in silt, falling into cracks	<ul style="list-style-type: none"> There is no fencing or warning as the risk is very low – advise groups. 	Unlikely x slight harm = minor
An old stable building on the Poors allotment land. Sound timber, some rotten timber, and old wire are all present around the structure.	Public, BBOWT workers	Cuts, or falls if climbed on	<ul style="list-style-type: none"> There is no fencing or warning as the risk is very low – advise groups. 	Unlikely x harmful = slight
Proximity to road	Public (incl motorists), BBOWT workers, and contractors	Injury from contact with vehicles, or causing RTAs	<ul style="list-style-type: none"> No work carried out by staff with a chance of impacting on the highway, use only certified contractors. 	Unlikely x very harmful = moderate

Nearest telephone (landline): Inside the Crown And Garter Pub, south of comp 11 on Rooksnest Lane	Emergency telephone number 999 or 112			
Nearest A&E department: Royal Berkshire Hospital A&E, London Road, Reading, RG1 5AN Tel: 0118 322 7020 Minor Injuries – West Berks Community Hospital Rookes Way, Thatcham, GR18 3AS Tel: 01635 273 300	Type of access for emergency services (delete as appropriate) Pedestrian 4WD AIR	Access point/route for emergency services from road: Sections of the reserve lie on both sides of Rooksnest Lane. The main part of the reserve can be accessed from a private road leaving Heads Lane to the south (postcode RG17 9QS, GR SU 383 641; a secondary access is from the junction of Heads Lane and Rooksnest Lane (by post box) SU 381 643. Access to comp 11 is via a byway SU 378 639.		
Assessment undertaken by: Simon Barnett	Position: Berks LM (People & Estates)	Manager confirming assessment: Alex Cruickshank	Date for revision: March 2019	

Work identified from site risk assessment	By whom	Date completed
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Carry out tree safety assessments	Reserves staff	annual
Ensure safety notices are posted (livestock grazing, tree work, path works, contractors machinery present, flooding)	Reserves staff/Contractors	
Task/work party leaders convey relevant information to participants	Reserves staff/Leader	

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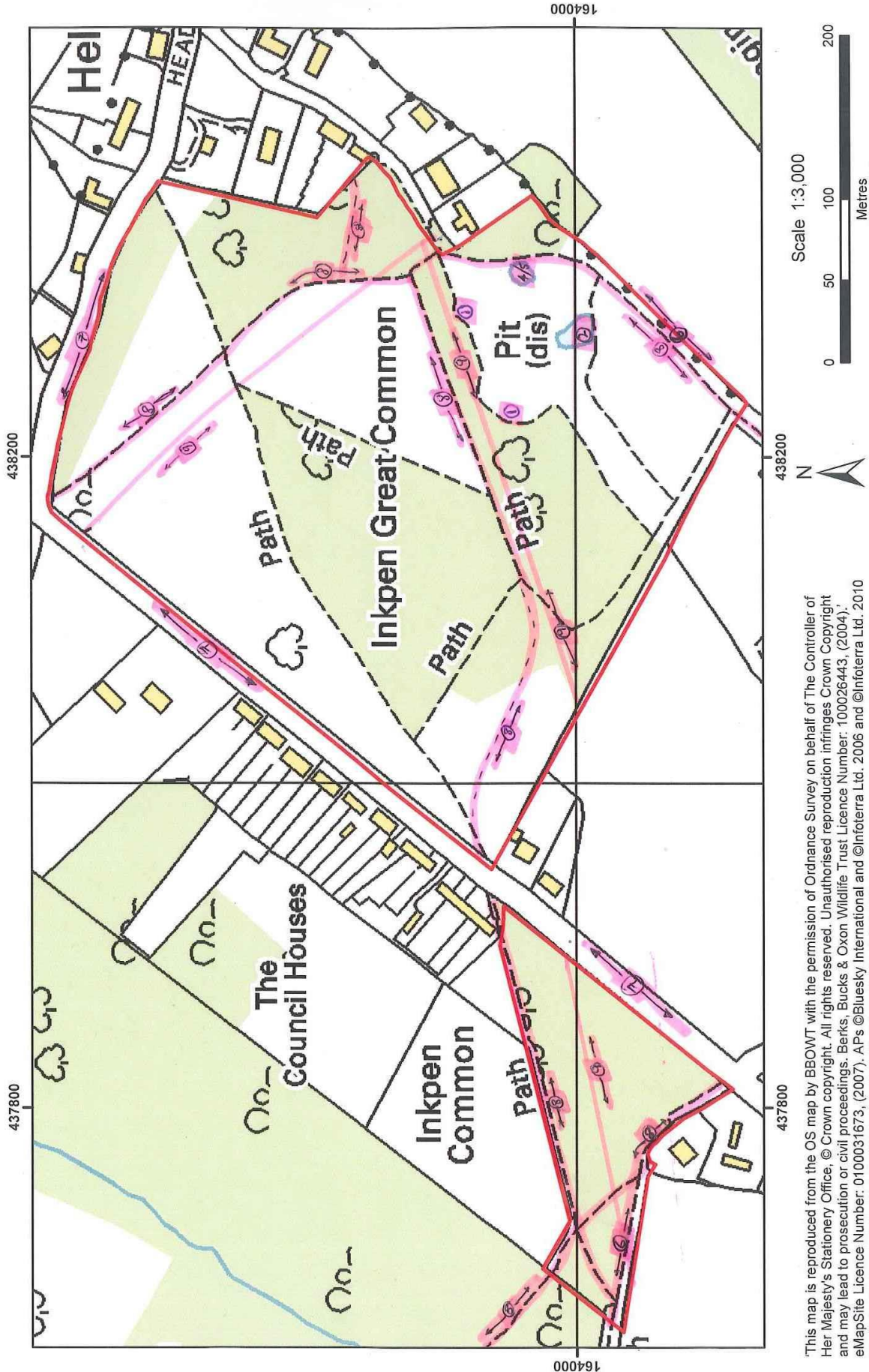
This checklist is designed to assist in the production of Site Risk Assessments. For those hazards present, more specific information should be provided, e.g. location within site and precautions required entered on SRA form. **This list is not comprehensive. Map is located in reserves office.**

No.	Risk	Present		Recorded on map
1	Steep slopes and banks	yes		1
2	Drowning risk – deep water [pools, streams, rivers]	yes		2
3	Fall hazards – rock outcrops, buildings, building foundations		no	
4	Areas liable to flooding	yes		4
5	Areas of permanent soft ground	yes		5
6	Areas of soft ground following rain	yes		many
7	Uneven path / track surfaces	yes		All
8	Uneven ground	yes		All
9	Remote areas		no	
10	Dry weather fire hazard – heath, scrub, grass	yes		Heath
11	Sun exposure – poor shade - burn / dehydration		no	-
12	Site used for walking [Inc dogs]	yes		All
13	Children playing	yes		All
14	Site used for horse riding	yes		6
15	Site users include people with mobility problems		no	
16	Site history of abuse [drunks, vandals, drugs, needle stick injury]		no	
17	Site history of staff and/or volunteer intimidation		no	
18	Fly-tipping		no	
19	Unauthorised and/or authorised shooting [i.e. poaching/stalking]		no	
20	Unauthorised vehicles [cars and motorbikes]		no	
21	Difficult or restricted access / egress [esp. for heavy plant]	yes		All
22	Authorised vehicles	yes		All
23	Areas inaccessible to vehicles	yes		Various
24	Former landfill site		no	
25	Proximity to public highway	yes		7
26	Proximity to Public Rights of Way	yes		8
27	Overhead service lines	yes		9
28	Underground service lines		no	
29	Barbed wire	yes		Various
30	Personal hygiene facilities		no	
31	Poisoning from blue / green algae		no	
32	Exposure to bracken [carcinogenic spores] (see CoP 15)	yes		Various
33	Puncture wounds [blackthorn / hawthorn]	yes		Various
34	Wild parsnip burns		no	
35	Giant hogweed burns (see CoP 15)		no	
36	Poisonous berries	yes		Various
37	Poisonous fungi	yes		Various
38	Standing dead wood	yes		Various
39	Risk of Weils' disease (see CoP 15)	yes		2,4,5
40	Site known for wasps	yes		Possible
41	Site known for bees	yes		Possible
42	Site known for hornets	yes		possible
43	Site known for adders		no	
44	Site known for stray dogs	yes		possible
45	Site known for ticks [Lyme disease] (see CoP 15)	yes		all
46	Site known for allergens [pollen / spores]	yes		various
47	Injury to pregnancy – exposure to lambs [listeria, chlamydia]		no	

Inkpen Common, Reserve Boundary SU 3814 6409



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Scale 1:3,000
0 50 100 200
Metres
05/07/2011