

# Site risk assessment record

Berkshire  
Buckinghamshire  
Oxfordshire



<b>Location:</b> Snelsmore Common	<b>Date of assessment:</b> 18/05/2018	<b>Nearest postcode:</b> RG14 3BQ (Mary Hare)	<b>Main entrance OS Grid Ref :</b> SU 464 171
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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, Steep slopes with loose gravel causing slips, trips or falls	Public. BBOWT workers	Bruises, sprains, minor cuts and grazes	<ul style="list-style-type: none"> <li>Warn of uneven ground to group, take care of footing.</li> <li>Wear suitable footwear</li> </ul>	Likely x Slight harm = <b>slight</b>
Thorny bushes (esp gorse) along paths and in work areas.	Public. BBOWT workers	Cuts and grazes, Puncture wounds, eye damage	<ul style="list-style-type: none"> <li>Ensure paths are kept clear.</li> <li>Provide safety glasses if working in thorny area.</li> </ul>	Likely x harmful = <b>moderate</b>
There are a number of footpaths, a bridleway, and a by-way, as well as permissive paths, and some of the reserve is CROW access land.	Public. BBOWT workers	Injury to passer by from conservation work taking place	<ul style="list-style-type: none"> <li>Warn people working on site.</li> <li>Erect suitable signs when work is being done.</li> </ul>	Unlikely x harmful = <b>slight</b>
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"> <li>Conform to COP 31 Tree safety assessment.</li> <li>Ensure areas worked in are checked for dangerous trees.</li> <li>No work should be carried out in high winds</li> </ul>	Unlikely x harmful = <b>slight</b>
Irritable and poisonous plants such as bracken; Fungi.	Public. BBOWT workers	Spores are Carcinogenic. Poisoning from ingestion	<ul style="list-style-type: none"> <li>Take suitable precautions when working in bracken infested areas in July/August/September. Refer to: <b>Pulling Plants by Hand</b> task risk assessment.</li> <li>Do not eat fungi, berries or other plant material.</li> <li>Wash hands after handling such material</li> </ul>	Unlikely x harmful = <b>slight</b>
Stings from bees, wasps or hornets	Public BBOWT workers	Allergic reaction to stings	<ul style="list-style-type: none"> <li>Be aware of any nests close by and do not get too close.</li> <li>All volunteers / staff should declare any known allergic reactions</li> </ul>	Unlikely x harmful = <b>slight</b>

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

Proximity to highway	BBOWT workers (incl contractors). motorists	Injury from contact with vehicles, or causing RTAs	<ul style="list-style-type: none"> <li>No work carried out by staff with a chance of impacting on the highway.</li> <li>Use only certified contractors</li> </ul>	Unlikely x very harmful = <b>moderate</b>
Dry heathland sites are candidates for fire, through accidental ignition or arson. There is a no history of arson on this reserve.	Public. BBOWT workers	Burns or smoke inhalation	<ul style="list-style-type: none"> <li>Work party bonfires must be closely monitored, and never lit in high winds or summer.</li> <li>Inform Fire Control 0118 945 2888 prior to lighting bonfires on site.</li> <li>Where practical, fire breaks should be considered and then maintained short.</li> <li>Advisory notices are an option if arson/campfires are seen.</li> </ul>	Likely x very harmful = <b>substantial</b>
Adders are known from this reserve esp. heathy compartments	Public. BBOWT workers	Infected bites, allergic reaction	<ul style="list-style-type: none"> <li>Notify groups working of presence.</li> <li>Wear suitable clothing/boots when in heath</li> </ul>	Unlikely x harmful = <b>slight</b>
HV power lines cross the common. Lines may arc to earth through direct contact or spray drift. Metal objects may build up static charge.	Public. BBOWT workers (incl. contractors)	Electrocution, power cuts	<ul style="list-style-type: none"> <li>No work carried out by staff with a chance of impacting on the lines.</li> <li>Use only certified contractors.</li> <li>Do not park vehicle beneath lines.</li> <li>Kite flying prohibited.</li> <li>Report any inappropriate behaviour or damage to SSE (numbers on poles)</li> </ul>	Unlikely x very harmful = <b>moderate</b>
There is a large deep, steep sided pond in compartment 3	Public. BBOWT workers (incl. contractors)	Drowning	<ul style="list-style-type: none"> <li>Advise any workers in the area to be aware of the pond and its banks</li> </ul>	Unlikely x very harmful = <b>moderate</b>
There is one pond in the fenced picnic area compartment 6	Public. BBOWT workers	Drowning	<ul style="list-style-type: none"> <li>Advise any workers in the area to be aware of the pond and its banks</li> </ul>	Unlikely x very harmful = <b>moderate</b>
There is a stream – not deep, but with a steep bank – in compartment 4	Public. BBOWT workers	Falls, getting stuck	<ul style="list-style-type: none"> <li>Advise any workers in the area to be aware of the stream and its banks.</li> <li>Ensure participants are wearing suitable footwear.</li> </ul>	Unlikely x slight harm = <b>minor</b>
Soft and tussocky ground in the mires in compartments 1,3,and 9	Public. BBOWT workers	Getting stuck, trips and falls	<ul style="list-style-type: none"> <li>Advise of need for care in placing feet, keep good balance</li> </ul>	Likely x slight harm = <b>slight</b>

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Ticks are known form the heath at this reserve	Public. BBOWT workers	Infected bites or at worst Lyme's Disease	<ul style="list-style-type: none"> <li>Long Trousers and sleeves should be worn in season.</li> <li>Carry tick removal tool on person or with First Aid kit.</li> <li>Check body over after visit esp waist, legs, armpits.</li> <li>Remove tick with a twist using tick removal tool, but ensure all mouthparts come free, if in doubt visit GP.</li> <li>Advise groups.</li> </ul>	Unlikely x harmful = <b>slight</b>
Grazing animals are present at certain times during the year	Public. BBOWT workers	Contact injury, incl. crush Bites	<ul style="list-style-type: none"> <li>Advice notices posted by access points.</li> <li>Keep dogs on leads.</li> <li>Only stock accustomed to public used</li> <li>'No feeding' signs as necessary</li> </ul>	Unlikely x harmful = <b>slight</b>
Dog faeces is present in areas close to the entrances	Public BBOWT workers	Disease such as <i>Toxicara plamosis</i>	<ul style="list-style-type: none"> <li>Notices are in place.</li> <li>Dog bins at 2 main entrance locations and to be installed in two additional locations.</li> <li>Warn groups about presence of faeces, urge vigilance.</li> <li>Conform to CoP 15</li> </ul>	Likely x harmful = <b>moderate</b>
Dogs	Public BBOWT workers	Bites or diseases	<ul style="list-style-type: none"> <li>Advice notices – dogs must be under control</li> </ul>	Likely x slight harm = <b>slight</b>
Site and car-park are fenced with post and wire stock fencing	Public. BBOWT workers	Scratches or entanglement	<ul style="list-style-type: none"> <li>Maintain fences in good order</li> </ul>	Unlikely x slight harm = <b>minor</b>
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 or Weil's disease	<ul style="list-style-type: none"> <li>Inform workers or groups to practice good personal hygiene, esp prior to eating.</li> <li>Conform to CoP 15</li> </ul>	Unlikely x harmful = <b>slight</b>
Motorbikes have been known in the open and wooded parts of reserve, although occurrence is less than in the past. There is an informal cycling area in the southeast of compartment 3, with steep jumps. Cycling is permitted on the tarmac loop and a right on bridleway and restricted byway.	Public. BBOWT workers	Injury from contact, or confrontation with rider	<ul style="list-style-type: none"> <li>For Motorcycles, avoid confrontation, be aware of noise, phone police,</li> <li>Monitor any jumps, and if anything dangerous appears then it should be made safe.</li> <li>Locals are aware of the area and risk of collision is therefore low.</li> </ul>	Unlikely x harmful = <b>slight</b>
Antisocial behaviour including camping, and arson (see above) have all been known at this site	Public. BBOWT workers	Injury from confrontation (see arson above)	<ul style="list-style-type: none"> <li>Avoid confrontation.</li> <li>Call police if suspect criminal activity</li> </ul>	Unlikely x harmful = <b>slight</b>

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Antisocial behaviour around the car-park and toilets has been recorded , needles, used condoms, and rubber gloves are not unknown	Public. BBOWT workers	Hepatitis and other body fluid-bourne diseases	<ul style="list-style-type: none"> <li>Avoid touching any contaminated materials, use pic stick and sharps box.</li> </ul>	Unlikely x very harmful = <b>moderate</b>
Antisocial behaviour around the fire tower	Public. BBOWT workers	Vandalism leading to injury from damaged structure	<ul style="list-style-type: none"> <li>Report all damage ASAP and repair.</li> <li>Building to be secured at all times and checked as part of the annual H&amp;S audit.</li> </ul>	Unlikely x harmful = <b>slight</b>
Fly-tipping is occasionally found	Public. BBOWT workers	Cuts or disease from contact with refuse	<ul style="list-style-type: none"> <li>Contact WBC Waste team to arrange removal.</li> <li>If hazardous, EA should also be notified.</li> </ul>	Unlikely x harmful = <b>slight</b>
<b>Nearest telephone (landline):</b> Mary Hare School and houses Arlington Arts Centre Both opposite main entrance	<b>Emergency telephone number</b> 999 or 112			
<b>Nearest A&amp;E department:</b> Royal Berkshire Hospital A&E, London Road, Reading, RG1 5AN. Tel: 0118 322 7020  Basingstoke & North Hants Hospital Aldermaston Rd, Basingstoke RG24 9NA Tel: 01256 473202  Minor Injuries – West Berks Community Hospital Rookes Way, Thatcham, RG18 3AS Tel: 01635 273 300	<b>Type of access for emergency services (delete as appropriate)</b>  Pedestrian 2WD 4WD Air depending on location		<b>Access point/route for emergency services from road:</b> This is a large site with several access points. Vehicular access is possible from the main car park (gates locked) and via the restricted byway from both ends (gates unlocked -this gate is suitable for 4X4 only.	
<b>Assessment undertaken by:</b> Simon Barnett	<b>Position:</b> Berks LM (people & Estates)	<b>Manager confirming assessment:</b> Alex Cruickshank	<b>Date for revision:</b> March 2019	

Work identified from site risk assessment	By whom	Date completed
Carry out tree safety assessments	Tree and Woodland Officer/Reserves staff	annual

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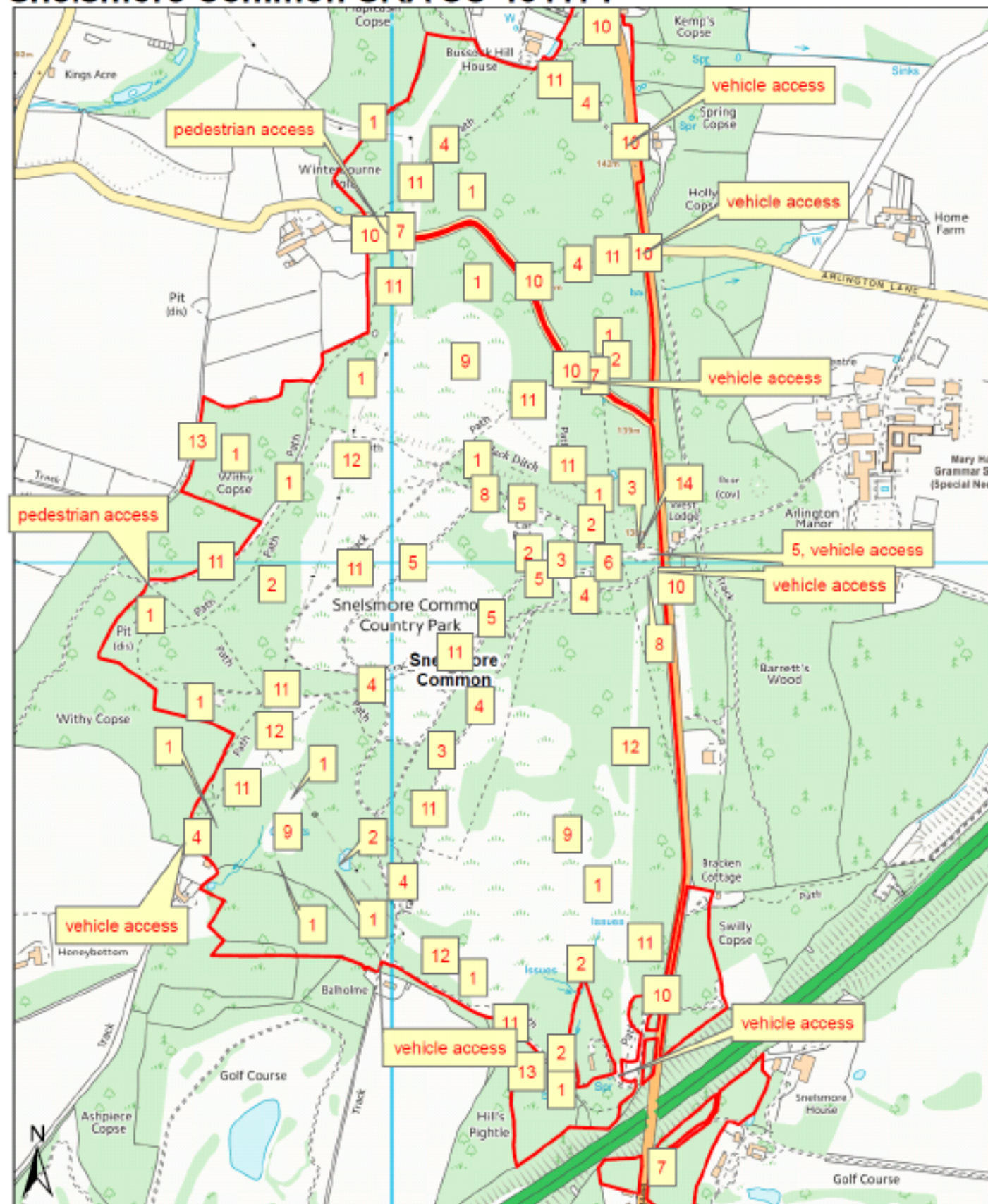
Annual H&S audit of site infrastructure	LM (P&E) or LMO (Access)	Annual
Carry out checks to buildings and other structures	Reserves Staff	Daily/weekly as required
Ensure safety notices are posted (livestock grazing, tree work, path works, contractors machinery present, flooding)	Reserves staff/ contractors	As required
Task/work party leaders convey relevant information to participants	Reserves staff	As required
Undertake regular checks of stock fence	Reserves staff	As required

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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, various
3	Fall hazards – rock outcrops, buildings, building foundations	yes		3
4	Areas liable to flooding	yes		all
5	Areas of permanent soft ground	yes		various
6	Areas of soft ground following rain	yes		All
7	Uneven path / track surfaces	yes		All
8	Uneven ground	yes		All
9	Remote areas	yes		Various
10	Dry weather fire hazard – heath, scrub, grass	yes		All
11	Sun exposure – poor shade - burn / dehydration	yes		All
12	Site used for walking [Inc dogs]	yes		All
13	Children playing	yes		All
14	Site used for horse riding	yes		4
15	Site users include people with mobility problems	yes		5
16	Site history of abuse [drunks, vandals, drugs, needle stick injury]	yes		Various
17	Site history of staff and/or volunteer intimidation	yes		6
18	Fly-tipping	yes		7
19	Unauthorised and/or authorised shooting [i.e. poaching/stalking]		no	
20	Unauthorised vehicles [cars and motorbikes]	yes		8
21	Difficult or restricted access / egress [esp. for heavy plant]	yes		Various
22	Authorised vehicles	yes		Various
23	Areas inaccessible to vehicles	yes		9
24	Former landfill site		no	
25	Proximity to public highway	yes		10
26	Proximity to Public Rights of Way	yes		11
27	Overhead service lines	yes		12
28	Underground service lines		no	
29	Barbed wire	yes		Various
30	Personal hygiene facilities	yes		Various
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
40	Site known for wasps	yes		Various
41	Site known for bees	yes		various
42	Site known for hornets	yes		various
43	Site known for adders	yes		Various
44	Site known for stray dogs	yes		Various
45	Site known for ticks [Lyme disease] (see CoP 15)	yes		Various
46	Site known for allergens [pollen / spores]	yes		Various
47	Injury to pregnancy – exposure to lambs [listeria, chlamydia]		no	

# Snelsmore Common SRA SU 464171



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Date: 19/04/2016