

# Site risk assessment record

Berkshire  
Buckinghamshire  
Oxfordshire



<b>Location:</b> Wokefield Common	<b>Date of assessment:</b> 05/05/2016	<b>Nearest postcode:</b> RG7 3DR	<b>Main entrance OS Grid Ref :</b> SU 653 662
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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"> <li>Warn of uneven ground to group, take care of footing.</li> <li>Ensure participants wear suitable footwear</li> </ul>	Likely x Slight harm = <b>slight</b>
There are several public footpaths and bridleways together with a number of informal paths	Public. BBOWT workers	Injury to passers 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>
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>Provide safety glasses if working in thorny area.</li> </ul>	Likely x harmful = <b>moderate</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>
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>

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

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>
Pole mounted 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>
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>
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>
Motorbikes have been known in the open and wooded parts of reserve,	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> </ul>	Unlikely x harmful = <b>slight</b>
Underground services. There are a range of underground services both active and defunct across the common.	Public. BBOWT workers (incl. contractors)	Electrocution, gas leaks, disruption of supply	<ul style="list-style-type: none"> <li>Consult service plans before undertaking any digging/excavation in a vulnerable area.</li> </ul>	Unlikely x very harmful = <b>moderate</b>

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There are a number of steep wet gullies on the common.	Public. BBOWT workers	Falls, getting stuck	<ul style="list-style-type: none"> <li>Advise any workers in the area to be aware of the steep gullies , boggy conditions and stream banks.</li> </ul>	Unlikely x slight harm = <b>minor</b>
There are a range of man-made and semi-natural ponds on the reserve	Public. BBOWT workers	Drowning, getting stuck in deep silt, falls.	<ul style="list-style-type: none"> <li>Advise of need for care in placing feet, keep good balance.</li> <li>Ensure participants wear suitable clothing/boots.</li> </ul>	Unlikely x very harmful = <b>moderate</b>
There are several steep sided pits on the common created by gravel digging.	Public. BBOWT workers	Drowning, falls, getting stuck.	<ul style="list-style-type: none"> <li>Warn groups working in these areas and tape off for duration of nearby works using orange hazard fencing.</li> <li>Notify/liaise with WBC Rights of way team and Landowner.</li> </ul>	Unlikely x very harmful = <b>moderate</b>
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>
Antisocial behaviour including camping, parties, drug taking and arson have all occurred on this site.	Public. BBOWT workers	Injury from confrontation, burns, smoke inhalation.	<ul style="list-style-type: none"> <li>Avoid confrontation.</li> <li>Call police if suspect criminal activity.</li> <li>Call Fire Brigade if arson or wildfire.</li> </ul>	Unlikely x harmful = <b>slight</b>
Flytipping occurs in all the car parks, laybys and on roadsides.	Public. BBOWT workers	Cuts or disease from contact with refuse	<ul style="list-style-type: none"> <li>Contact WBC Waste team to arrange for disposal.</li> <li>If hazardous, EA should be notified.</li> </ul>	Unlikely x harmful = <b>slight</b>
An informal mountain bike/BMX course has been constructed involving excavation and banks at cup and saucer (2)	Public. BBOWT workers	Slips, trips and falls	<ul style="list-style-type: none"> <li>Area taped off, area to be levelled spring 2016 and monitored.</li> </ul>	Unlikely x harmful = <b>slight</b>

<b>Nearest telephone (landline):</b>	<b>Emergency telephone number</b>	
Private properties around perimeter of common. Tesco Metro, Hollybush Lane	999 or 112	

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<p><b>Nearest A&amp;E department:</b></p> <p>Royal Berkshire Hospital A&amp;E, London Road, Reading, RG1 5AN Tel: 0118 322 7020</p> <p>Basingstoke &amp; North Hants Hospital Aldermaston Rd, Basingstoke RG24 9NA Tel: 01256 473202</p>	<p><b>Type of access for emergency services (delete as appropriate)</b></p> <p>Pedestrian 2WD 4WD Air</p> <p>Depending on location</p>	<p><b>Access point/route for emergency services from road:</b></p> <p>This is a large site with many access points (see attached map). Vehicular access is possible from the main car park, Pullens Pond, Bunces Lane, Starvale and Hollybush Lane.</p>	
<p><b>Assessment undertaken by:</b> Simon Barnett</p>	<p><b>Position:</b> Countryside Officer</p>	<p><b>Manager confirming assessment:</b> Alex Cruickshank</p>	<p><b>Date for revision:</b> April 2017</p>

Work identified from site risk assessment	By whom	Date completed
Carry out tree safety assessments in car park areas and HLS areas.	Tree Safety and Woodlands Officer	annual
Ensure safety notices are posted (tree work, car park works, contractors machinery present, flooding)	Reserves staff/ contractors	As required
Car park refurbishment	Reserves staff/contractors/volunteers	Scheduled for summer 2016
Task/work party leaders convey relevant information to participants	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, various
2	Drowning risk – deep water [pools, streams, rivers]	Yes		2, various
3	Fall hazards – rock outcrops, buildings, building foundations		No	
4	Areas liable to flooding		No	
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		3
11	Sun exposure – poor shade - burn / dehydration	Yes		Various
12	Site used for walking [Inc dogs]	Yes		All
13	Children playing	Yes		All
14	Site used for horse riding	Yes		all
15	Site users include people with mobility problems	Yes		4, various
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	Yes		5, various
19	Unauthorised and/or authorised shooting [i.e. poaching/stalking]		No	
20	Unauthorised vehicles [cars and motorbikes]	Yes		Various
21	Difficult or restricted access / egress [esp. for heavy plant]	Yes		Various
22	Authorised vehicles	Yes		Various
23	Areas inaccessible to vehicles	Yes		Various
24	Former landfill site		No	
25	Proximity to public highway	Yes		6
26	Proximity to Public Rights of Way	Yes		Various
27	Overhead service lines		No	
28	Underground service lines	Yes		various
29	Barbed wire		No	
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		No	
37	Poisonous fungi	Yes		All
38	Standing dead wood	Yes		All
39	Risk of Weils' disease (see CoP 15)	Yes		All
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		7
44	Site known for stray dogs	Yes		Various
45	Site known for ticks [Lyme disease] (see CoP 15)	Yes		All
46	Site known for allergens [pollen / spores]	Yes		All
47	Injury to pregnancy – exposure to lambs [listeria, chlamydia]		No	

