



**Site Based Risk Assessment: Bodenham Lake**

(All H&S Requirements are outlined in the Herefordshire Wildlife Trust Health and Safety Policy)

**Prepared by:** Sophie Cowling and Helen Stace: 21<sup>st</sup> March 2019

**Review:** Annually thereafter (or in the event of any incident)

All contractors, consultants and other authorised visitors working alone on site should follow a clearly agreed lone working policy, agreed with the Trust before any work commences place on site.

RISK	Increasing likelihood →			Level of Risk	Action	
	1	2	3			
Inc. severity →	1	1	2	3	1-2	Low risk: no further action
	2	2	4	6	3-4	Medium risk: ensure compliance with guidance notes and Safe Ways of Working (SWOW)
	3	3	6	9	6-9	Risk unacceptable: modify procedures to reduce risk

Step1 <i>List significant hazards and harm here</i>	Step 2 <i>Assess risk (likelihood x severity)</i>	Step 3 <i>Mitigation:</i>	Step 4 <i>Residual risk (likelihood x severity)</i>	Step 5 <i>Further action needed (by whom and when)</i>
		<ul style="list-style-type: none"> <li>issues relevant to this site and</li> <li>general and site-specific controls required</li> </ul>		
Use of the car parks and tracks by staff, contractors, public and visitors potentially causing accidents or collisions and damage to vehicles, other motorists and pedestrians	6 (2x3)	<p>The main car park is well laid out and fenced off from the main access route through the Reserve, minimising risks of collision.</p> <p>The overflow car park is only used for events and under supervision.</p> <p>The Sailing Club are permitted to drive along the track to Sailing enclosure, but are required to abide by a 5mph speed limit and are aware of risks.</p> <p>No further specific measure required</p>	3 (1x3)	If necessary HWT staff will close permissive access paths around the site to the public.
Fire causing burns to people and equipment and potential loss of life.	2 (1x2)	<p>Fires are occasionally used for the disposal of brash. There are 3 buildings on site, which might present a fire risk:</p> <ul style="list-style-type: none"> <li>2 adjoining high roofed storage buildings of breeze block construction and asbestos roof</li> <li>1 small single storey multi-room ex weighbridge building with toilet/shower, metal roof</li> </ul>	1 (1x1)	



		<p>None of these buildings are in use. They are all locked. All services are turned off and no combustible materials are stored within the buildings.</p> <p>There is a portacabin, 2 metal storage containers and a bundled fuel container within the enclosure used by the Sailing Club. The enclosure is locked and only accessible authorised personnel. The Sailing Club have appropriate H&amp;S procedures in the event of fire.</p> <p>There are 2 wooden construction bird hides, open to the public. There are no services to the hides, but they would present a fire risk in the event of arson.</p>		
		<p>Brash bonfires must be closely supervised and sited away from areas of public access.</p>		
Inconvenience to workers, volunteers and visitors due to absence of toilet facilities on site, or nearby.	3 (3x1)	<p>There are no toilets on the site and no hand washing facilities.</p> <p>For specific events or activities consider provision of porta-loos or welfare units.</p> <p>Notify volunteers/workers/visitors in advance that there are no toilet facilities, and structure the activity session length to accommodate this.</p> <p>For organised sessions without a porta-loo or similar, carry a folding shovel, toilet paper and hand wipes in the Health, Hygiene and Welfare box in case of emergencies.</p>	2 (2x1)	
Trips and falls (due to rough terrain, steep slopes and vegetation) leading to cuts, abrasions, lacerations, puncture wounds, fractures, twists, sprains and strains.	4 (2x2)	<p>The vegetation is tussocky in places with some patches of roses, brambles and nettles, presenting frequent trip hazards.</p> <p>There are steep muddy slopes up to the northern hide, and around the banks of the lake and the River Lugg.</p> <p>Visitors are briefed on trip hazards via this Risk Assessment.</p> <p>Wear sturdy footwear with good grips.</p> <p>Tread carefully on steep slopes and in areas of long vegetation, checking ahead for trip hazards.</p>	2 (1x2)	



Trips and falls (due to man-made hazards) leading to cuts, abrasions, lacerations, puncture wounds, fractures, twists, sprains and strains.	4 (2x2)	There are steps up both hides. Fencing around the site includes barbed wire, presenting further hazards in the event of a trip or fall.  See above	2 (1x2)	
Impacts from falling of trees and tree limbs causing damage to property, vehicles and people, including risk of death.	6 (2x3)	The site includes large and mature trees, including alders with Phytophthora, so there is some risk of falling trees or shedding limbs. The trees along main access routes are inspected regularly for possible failure and remedial action is taken.  Do not work under trees in windy condition.	3 (1x3)	
Danger of electrocution burns or death due to electricity arcing from overhead electricity cables or collision with cables.	6 (2x3)	There are electricity lines crossing the orchard (these are shortly to be undergrounded)  Do not use pole saws, ladders etc. within 15m of live electricity cables. Do not use heavy plant under or around the power lines.	3 (1x3)	
Danger of drowning in the Lake or the River Lugg.	6 (2x3)	The lake is deep (up to 8m) and in many places the shore is very steeply sloping into the water. The banks are often slippery and muddy. The River Lugg also has steep slippery banks and at times fast flowing water. However, much of the water course is within the refuge behind fencing, or strips of woodland, reducing the risk to the public. Only competent and correctly trained staff enter the water or use watercraft, following appropriate risk assessments. 'No Swimming' signs are present notifying public of the hazard.  All contractors, consultants and other authorised visitors working on site should follow a clearly agreed H&S policy (and lone working policy if appropriate), agreed with the Trust before any work commences place on site. Driving must be a minimum of 10m from the banks of the River Lugg.	3 (1x3)	



Risk of stings from nettles and snags and cuts from thorny plants. Possible allergic reaction e.g. to ivy Potential blood-poisoning from blackthorn spines	4 (2x2)	There are extensive patches of nettles under the trees. The hedges include bramble, rose and blackthorn.	2 (1x2)	If snagged by blackthorn spines, keep a close eye on the puncture wounds and seek medical advice if the wound swells, weeps or appears infected.
		Work parties requested to inform HWT of any pre-existing allergies to nettle stings, ivy etc. in their party and advise on appropriate emergency measures which may be required, such participants should be warned not to handle plants if known to be allergic to them. Participants advised to exercise care when working near nettles, ivy and brambles. Wear gloves when handling cleared vegetation, particularly thorny shrubs.		
Farm animals (sheep and cattle) causing bites or possible physical damage leading to falls, cuts, abrasions, lacerations, puncture wounds, fractures, twists, sprains and strains.	4 (2x2)	Sheep graze the orchard and pasture for part of the year.	2 (1x2)	
		Volunteers and contractors should not work in the orchard or pasture if there are mature, grazing male livestock or female livestock with young. Brief participants on how to behave around animals: <ul style="list-style-type: none"> <li>• approach and handle animals quietly and gently</li> <li>• do not chase, frighten or torment the animals.</li> </ul>		
Bee stings – causing standard discomfort, possible allergic reaction or anaphylactic shock.	6 (2x3)	There are no beehives on site, but there is a colony of wild bees on the southern side of the lake.	2 (1x2)	An advice note on bee stings and how to treat them can be supplied on request.
		Work parties are requested to inform HWT if any of their party have a pre-existing allergy to bee stings. Any such participants to carry relevant EpiPen, and make group leader aware of the location and use of the pen.		
Stings from wasps, hornet’s mosquitoes etc. and bites from insects on site causing discomfort and possible allergic reaction	6 (2x3)	No wasps or hornets nests have been recorded	2 (1x2)	
		Work parties are requested to inform HWT if any of their party have a pre-existing allergy to other insect stings or bites.		



		Task leaders and volunteers to check trees, especially those with obvious hollows, for wasps' and hornets' nests prior to working on any tree. Work parties briefed on potential risks of insect bites and stings.		
Blooms of blue green algae causing sickness to people and sickness and possible death to dogs. (Although the peaks occur in summer blooms can be present all year round.)	6 (3x2)	The lake is monitored for algal blooms, key users are notified and signs are erected to inform visitors. Relevant organised clubs such as the Herefordshire Triathlon Club have a separate risk assessment for their activities. All reserve vehicles contain bacterial hand wash and/or bacterial hand wipes.  Visitors, contractors, etc. will need to take hand washing facilities with them.	3 (3x1)	
Infection with toxicara from dog faeces  Infection with E. coli, Salmonella and other zoonoses transferred from farm animals and wild mammals.  Risk of infection from Weil's disease, Tetanus and other zoonoses in the soil, untreated water and general environment  NB We have not had any reported incidents of ticks or tick bites here (so there is no known risk of Lyme disease).	6 (2x3)	There are public footpaths crossing the site and visitors with dogs are likely to be present. Rabbits and moles are also present on site  Wash hands after work and before eating or drinking to minimise risk of food poisoning and Weil's disease etc. Keep tetanus injections up to date. The introduction to the site should cover stock and related H&S and hygiene procedures for staff and participants (particularly children), including: <ul style="list-style-type: none"> <li>do not kiss animals.</li> <li>always wash hands thoroughly before and after eating, after any contact with animals or soil, and again before leaving.</li> <li>eat only food that they have brought with them, in designated areas, and <b>never eat food which has fallen to the ground.</b></li> <li>do not suck fingers or put hands, pens, pencils or crayons, etc. in their mouths.</li> </ul>	2 (1x2)	If a member of your group shows signs of illness (e.g. sickness or diarrhoea) after a visit, advise them or their parent/guardian to visit the doctor and explain that they have had recent contact with animals.



		<ul style="list-style-type: none"> <li>clean or change their footwear before leaving, and wash their hands after any contact with animal faeces on their footwear.</li> </ul> <p>Organised groups or contractors accessing the lake do so under contract and are responsible for their own water safety, to be agreed with the Trust prior to using the site.</p>		
<p>Confrontation with other reserve visitors resulting in verbal or physical assault</p> <p>Bites from dogs. Interactions with livestock.</p> <p>Stress arising from confrontations with people or animals.</p>	4 (2x2)	<p>There are permissive paths crossing the site so there are likely to be visitors on site with dogs. Children and vulnerable adults may be encountered at any time. Sheep are present on site throughout summer and autumn.</p> <p>All staff and volunteers to be made aware of risks and trained as required. Staff that are not experienced with dealing with the public will not be asked to enter into situations where they may encounter anti-social behaviour e.g. asking people to put their dog on a lead</p> <p>Apply lone working procedures if appropriate.</p> <p>Avoid confrontational situations and walk away</p> <p>Alert police if necessary.</p>	2 (2x1)	
<p>Adverse weather,</p> <p>Cold and wet weather - leading to potential hypothermia.</p> <p>Wet weather – leading to increased risk of slips on wet ground.</p> <p>Hot weather increasing potential for sun burn, heat stroke and heat exhaustion.</p>	4 (2x2)	<p>Working parties, volunteers and contractors are advised to bring appropriate outdoor clothing for adverse weather conditions:</p> <ul style="list-style-type: none"> <li>waterproof and wellies for rain or snowy weather</li> <li>warm jackets for cold weather</li> <li>wellies or stout footwear for every visit</li> <li>sunhats, sun cream and drinks bottles for hot weather.</li> </ul>	1 (1x1)	<p>Our advice note on ‘health concerns and emergency procedures’, including weather related issues, can be supplied to party leaders on request.</p>



**Figure 1;** A Map of Bodenham Lake, outlining hazards

