

Risk assessment – Balderton Lake and lakeside



Name of Assessor		Marion Fox Goddard/James Brown		Date of Assessment		November 24 th 2023						
Work Area task being assessed		Lake and lakeside										
What is the hazard?	Who might be harmed?	How might people be harmed?	Existing risk control measures	Risk rating			Additional controls	New risk rating			Action/monitored by whom?	Action/monitored by when?
				L	C	R		L	C	R		
Falling into water and drowning.	Staff Public Volunteers	Drowning	<ul style="list-style-type: none"> Working with a partner or team when working close to or on water. Preferably at least two people need to be in sight of each other at all times. Staff to have life jackets on when working in the water/on boat. Life rings. Inspected weekly (JB to confirm) Warning signs No volunteers to enter the lake. Barriers to be used to stop public in the area when work being conducted by BPC staff. 	1	5	5	Additional lifeline to be bought so staff can have one on the lakeside and one in the boat. Volunteers to be given clear instructions on what they can help with and to be told they must not enter the water.	1	5	5	James Brown Marion Fox Goddard	Weekly As and when voluntary work organised.
Swimming in the lake	Public	Death. Injury	<ul style="list-style-type: none"> Warning signs erected around lake prohibiting swimming Police notified if Council is notified of swimmers in the lake Press release to local newspaper warning of dangers during periods of persistent swimming or where other controls have failed to deter. 	1	5	5		1	5	5	Marion Fox Goddard	Ongoing
Effect of extreme weather Hypothermia/ Sunburn/ heat stress	Staff Volunteers	Heat stroke Hypothermia	<ul style="list-style-type: none"> Staff issued with suitable workwear and suntan lotion. Foil blanket held in first aid kit. If extreme weathers, when volunteers working on behalf of BPC, advice to be given on what to wear. 	1	4	4		1	4	4	James Brown Marion Fox Goddard	Weekly As and when voluntary work organised.
Trips, slips and falls	Staff Volunteers Public	Injury	<ul style="list-style-type: none"> Staff issued with suitable PPE. Volunteers working on behalf of BPC, asked to wear suitable footwear. (Copy of risk assessment). 	1	4	4		1	4	4	James Brown Marion Fox Goddard	Weekly As and when voluntary work organised.

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			<ul style="list-style-type: none"> Lake is formally inspected on a monthly basis to ensure all footpaths, fencing and gates are safe and secure. Inspections are recorded. Notifications of complaints/concerns or vandalism are dealt with as quickly as practical. All vandalism is reported to Police (JB to confirm) 									
Impact with submerged objects	Staff	Drowning	Slow movement of boat. Staff awareness of surroundings	1	5	5		1	5	5	James Brown	Ongoing
Floating or submerged debris	Staff	Illness	Staff to remain in boat rather than enter the water.	1	5	5		1	5	5	James Brown	Ongoing
Insect/bee stings	Staff Volunteers	Dependent on allergies of individual – could be fatal.	<ul style="list-style-type: none"> Staff to inform line manager of any allergies. Should volunteers have an allergy, suitable medication to be carried when volunteering for BPC. 	1	5	5	Insect repellent to be used	1	5	5	James Brown Marion Fox Goddard	Weekly As and when voluntary work organised.
Contact with contaminated water carrying, e.g. the risk of Leptospirosis (Weil's)	Staff Volunteers	Death	<ul style="list-style-type: none"> Staff issued with suitable workwear. Gloves to be worn at all times when in contact with water/items that have been in the water. Staff given Hepatitis A injections and guidance on the risk. No volunteers to enter the lake Volunteers to be given gloves to wear. 	1	5	5	Offer to be made to all staff who have not had the injection.	1	5	5	James Brown Marion Fox Goddard	Weekly As and when voluntary work organised.
Exposure to chemicals	Staff	Illness	<ul style="list-style-type: none"> Staff to remain in boat rather than enter the water. Staff issued with suitable workwear. Gloves to be worn at all times when in contact with water/items that have been in the water. 	1	4	4		1	5	5	James Brown	Ongoing
Blue green algal blooms	Staff Public	Illness	<ul style="list-style-type: none"> Ground staff inform Parish Clerk if this is detected so signage can be added to notice boards 	1	4	4		1	4	4	James Brown Marion Fox Goddard	Ongoing
Trees – possible falling branches etc	Staff Public	Injury Death	<ul style="list-style-type: none"> Council responds to all complaints from employees and public if concerns are raised about tree condition. Tree stock, (particularly adjacent to buildings/public rights of way), to be identified and inspected regularly by an arboriculturalist. 	1	5	5		1	5	5	Marion Fox Goddard James Brown	Ongoing

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			<ul style="list-style-type: none"> Trees to be re-inspected on a regular basis, according to level of risk. Records relating to inspections kept, including where no defect is found and retained for min 6 yrs. 									
Benches – splinters, cuts	Public	Injury	<ul style="list-style-type: none"> All benches are formally inspected on a monthly basis. (JB to confirm) The council will deal with any defects brought to their attention as soon as is practical. 	1	3	3		1	3	3	James Brown	Ongoing
Drug Use - Employees and/or public coming into contact with drugs, needles, body fluids	Staff Public Volunteers	Injury Disease	<ul style="list-style-type: none"> Employees advised of safe working procedure to deal with sharps and have suitable safety equipment. Prompt response to complaints of sharps by public. Police advised of problem. 	1	5	5						
Manual handling and lifting hazards	Staff Volunteers	Injury	<ul style="list-style-type: none"> Training provided. Before any voluntary work commences, volunteers to be issued with a guidance sheet. 	1	3	3	Staff training to be reviewed.	1	3	3	James Brown Marion Fox Goddard	Weekly As and when voluntary work organised.
Traffic	Staff Volunteers	Injury Death	<ul style="list-style-type: none"> Hi viz tabard to be worn if any activity involves being on the road/next to the road. (e.g. taking pond weed to truck) 	1	5	5		1	5	5	James Brown Marion Fox Goddard	Ongoing As and when voluntary work organised.

Key

Consequence	
Severity of consequence = Level of potential harm	
1	Negligible
2	Minor injury
3	Injury, illness, time off work
4	Major injury, disabling illness
5	Fatality

Likelihood	
Likelihood = Chance of harm	
1	Very Unlikely
2	Unlikely
3	Fairly Likely
4	Likely
5	Very Likely - Imminent

Risk	
Severity x Likelihood = Risk	
1 - 6	Acceptable
8 - 10	Tolerable if strictly monitored, but try to improve
12 - 25	Unacceptable, further controls are mandatory

		Severity				
		1 Negligible	2 Minor Injury	3 Injury or Illness	4 Major Injury	5 Fatality
Likelihood	1 Very Unlikely	1	2	3	4	5
	2 Unlikely	2	4	6	8	10
	3 Fairly Likely	3	6	9	12	15
	4 Likely	4	8	12	16	20
	5 Very Likely	5	10	15	20	25

Ten Basic Manual Handling Tips

1. Always look for a better way of doing things to avoid manual handling risks

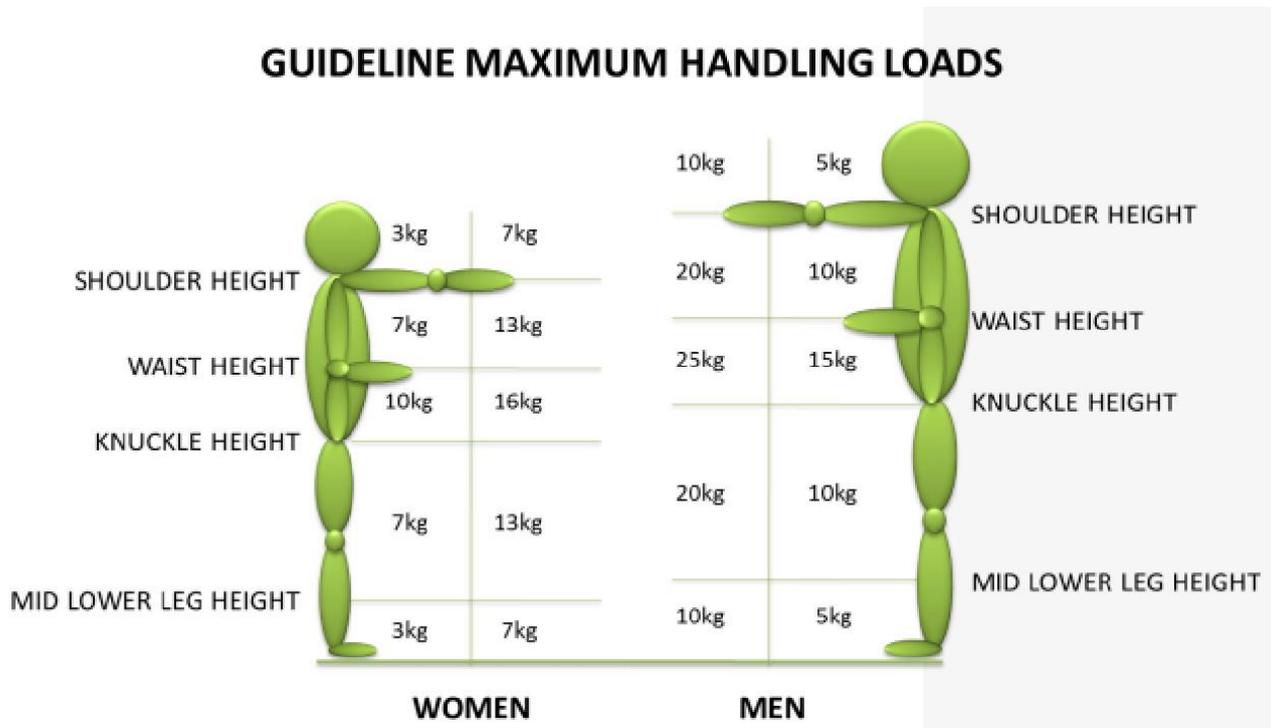
- Never lift a heavy box from the floor ... can some of the contents be removed to make it lighter?
- Is it possible to put a shelf outside the door so you can put down the load before you open the door?
- Can you get the materials supplied in smaller packages?
- Is there a lighter tool which will still do the job?
- Would a small trolley help?
- Balance the load by carrying equal cases in each hand
- Is there a safer and better way?

2. Place or store heavy objects at waist level

- Try to avoid picking up heavy objects from the floor.
- Use a hand truck to shift heavy loads from the floor.
- If the load is difficult to slide or tip over onto its edge, it is too heavy to lift and you need to manage the risk.

3. Use good lifting techniques

- Use the following steps to help you lift safely:
 - Keep the load in close to your body.
 - Lift smoothly - avoid sudden jerks.
 - Use a semi-squat lifting posture - this new approach has replaced the previous recommended method of - crouching down and keeping your back straight - the idea is to half bend your knees and half bend your back to get down to the load.
 - Spread your feet apart to provide a good stable base of support.
- The following diagram shows maximum lifting weights for lifting and carrying based on load positioning. Assuming the load is easy to grasp with both hands and the operation takes place in reasonable working conditions and the handler of the load is in a stable body position. When handling weights above these guidelines a more detailed manual handling risk assessment will be required.



4. Watch where you are going when carrying a load

- Walk forward.
- Make sure you can see past the load.
- If you need to carry a load down steps, make sure you can see where you are placing your feet.

5. Move your feet to turn. Avoid twisting when bent over

- Straighten up first and then step around or swivel on the balls of your feet.
- If you twist your back when it is bent, you will greatly increase your risk of injury.

6. Make sure you have a good grip on your load and that it will not fall apart and has no sharp edges

- Many injuries are caused by people trying to re-grasp a slipping load.
- Many injuries are caused by people trying to recover a falling load.
- If a load is slipping or falling, get your feet out of the road and let it fall.

7. Remember the '8 second' rule and have the right equipment available □ If it takes more than '8 seconds' to make an adjustment or to get the right tool, people will make do with what they have.

- If trolleys, lifting aids, or load shifting equipment are needed to minimise the risk, make sure they are nearby when required.

8. Prepare for the moving of the load

- Clear an area near waist height to place the load when you put it down.
- Clear the path you will take in advance.
- Identify any obstructions that cannot be cleared.
- Open doors.

9. Wear protective gear when you handle dirty loads, hazardous or chemical substances

10. Stop physical work if you are tired and fatigued

If you're in doubt talk to the head groundsman.

Further details are available on the Health and Safety Executive website:

<https://www.hse.gov.uk/pubns/indg143.pdf>

