



# Risk Assessment Form – Top Common

<b>Date</b>	14 <sup>th</sup> March 2024
<b>Assessed by</b>	Lucinda Edwards (Clerk)
<b>Location</b>	Broadbridge Heath Parish Council – Top Common Nature Area, Byfleets Lane
<b>Assessment number</b>	APPENDIX 3 TO PARISH COUNCIL'S ADOPTED RISK MANAGEMENT SCHEME
<b>Circumstance, activity, task, system or area being assessed</b>	Nature area/walk at Top Common
<b>Review date</b>	May 2025

<b>Severity</b>		<b>Likelihood</b>		<b>Risk (Severity x Likelihood)</b>	
1	<b>Negligible outcome</b> - Minor injuries, self-treated, slight transient / reversible effects.	1	<b>Very Unlikely</b> - Extremely unlikely to occur	1 - 4	Low risk
2	<b>Minor outcome</b> - Minor Injuries requiring First Aider treatment with no days lost other than the incident	2	<b>Unlikely Occurrence</b> - can happen, but unlikely	5 - 9	Medium risk
3	<b>Moderate outcome</b> - Moderate Injuries requiring hospital treatment (i.e. taken from the scene of the accident to hospital), or work absences of one or more days due to injury or occupational ill health + RIDDOR	3	<b>Possible</b> - Would not be surprised if happened	10 – 25	High risk
4	<b>Major outcome</b> - Major injuries of one or more persons, including permanent disablement (e.g. amputation, loss of sight, serious burns, requires resuscitation and/or hospitalised for > 24 hours).	4	<b>Likely</b> - This event is more likely to occur than not		
5	<b>Extreme outcome</b> - Fatality (death of one or more persons), reportable diseases (e.g. asbestosis), explosion (gas)/serious fire.	5	<b>Very Likely</b> - This will happen. Probably more than once		

No.	Hazard Activity / plant / materials, etc that could cause harm	Risk What the harm might be	No. & type of people in danger e.g. staff, visitor, young person, disabled etc	Current control measures The measures actually in place, not supposedly in place	Risk with current control measures			Further Control Measures What further control measures are needed if risk level is too high?	Action Who will act & when?	Risk if further controls implemented		
					Severity 1-5	Likelihood 1-5	Risk S x L			Severity 1-5	Likelihood 1-5	Risk S x L
1.	Access bridges risk of slip/fall	Potential for cuts and grazes. Possible twisting of ankles sprains and strains	Children and Vulnerable adults	Bridges are checked quarterly for any damage/safety concerns.	2	1	2					
2.	Slip, trips and falls	Potential for cuts and grazes. Possible twisting of ankles sprains and strains	Children and Adult	This is a nature area and as such is rural and not a fully maintained space.  Volunteers regularly lay 'pathways' of woodchip/mulch.  Annual maintenance to clear vegetation is arranged.  Any hazards identified are reported and repairs/maintenance contracted.  Where concerns are raised, the area is inspected for any required action.  Ditches are cleared and maintained to ensure flooding issues are minimised.	3	1	3					
3.	Trees	Risk of branches and tree falling on to people using the play area	Children and Adults	Trees are inspected every 3 years.  Tree work is carried out by an external contractor	3	1	3					
4.	Plants – (poisonous and thorny)	Poisoning from berries/plants and scratches and puncture wounds from thorny plants Irritation on contact	Children and Vulnerable adults	Sting nettles and brambles are cut back as required.	2	1	2					
5.	Litter – Glass	Cuts and lacerations	Children	Weekly visual inspections.  Arrangements are made to remove any reported glass.	2	2	4					

6.	Litter – used needles	Needle stick injuries and blood born viruses (HIV, Hepatitis B)	Children and Adults	Weekly visual inspections.. Any needles found are reported.	2	1	2				
7.	Animal faeces/urine and Ticks	Infection through Zoonic disease i.e. Toxoplasmosis, E coli, Lyme disease and Weils disease	Children and Adults	Dog bins are located at the site. Visual inspections are carried out weekly. Dog walkers are encouraged to pickup dog foul. Ticks are a hard thing to monitor in general but BBHPC will work with its Environmental health department and Public Health England on potential lymes disease outbreaks and where required display signage highlighting the awareness of Lymes disease locations	3	1	3				
8.	Wasps and bees	Stings from wasp and bees Anaphylaxis	Children and Adults	Reported wasp and bee incidents within are addressed through pest control and nests are removed where advised. Signage is displayed warning visitors of bees and wasps during swarming incidents. Rubbish bins are emptied more frequently during the summer month so wasps populating around bins is minimised.	2	2	4				
9.	Litter – Drug use and waste	Infectious diseases Hepatitis A	Children, Adults and Staff	Incidents of Antisocial behaviour through drug use are reported to Sussex Police	2	1	2				
10.	Waste collection and disposal	Fire/vermin – Rubbish not collected and allowed to accumulate	Children and Adults	Waste bins are emptied a minimum of once a week. This is constantly monitored/	2	1	2				
11.	Undesirable people within the area e.g. Anti-Social behaviour	Intimidating behaviour, people feeling unsafe	Children and adults	Anti-social behaviour is not tolerated within BBHPC managed areas Incidents that are reported are investigated and people causing anti-social behaviour are asked to leave	3	2	6				

