



Open Spaces Risk Assessment

Hazard	Risk	Control	Risk Level
<p>Paths in parks and wood land – slips /trips</p>	<p>Public /employees / Councillors / contractors</p>	<ul style="list-style-type: none"> • Visual inspections by KTC contractors’ team, Council members / public / contractors encouraged to report slip /trip hazards to Town Clerk • Prompt response to observed hazards • Hazards to be marked by signs /cones and roped off if required • Damage repaired as soon as possible. <p>Main footpaths leaves cleared away in autumn</p>	<p>Low</p>
<p>Grass areas – potholes, broken glass and litter</p>	<p>Public /employees / Councillors / contractors</p>	<ul style="list-style-type: none"> • Visual inspections by KTC contractors’ team, Council members / public / contractors encouraged to report slip /trip hazards to Town Clerk • Prompt response to observed hazards • Hazards to be marked by signs /cones and roped off if required 	<p>Low</p>



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		<ul style="list-style-type: none"> • Damage repaired as soon as possible if an H & S hazard Main footpaths leaves cleared away in autumn • Grass areas inspected when grass is cut, and holes backfilled • Any reports of broken glass to be responded to quickly and cleared by KTC contractors' team. Litter cleared by KTC contractors on a regular basis • Pest Controller to monitor more frequently if there is a significant increase in mole activity 	
Trees – falling branches, trees falling / Hedges	Damage to people or property	<p>Annual inspection by KTC contractors tree team and maintenance as required</p> <ul style="list-style-type: none"> • KTC contractors team keeps eyes open and reports any signs of damage • Public /employees / Councillors encouraged to report damaged trees / hedges 	Low
Fixed furniture e.g. benches and equipment, litter and dog bins	Injury to public	<ul style="list-style-type: none"> • Benches, goalposts and equipment are securely fixed to the ground and in a safe condition 	Low



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		Regular checks by KTC contractors' team and bins emptied twice a week <ul style="list-style-type: none"> • Any damage which is reported is repaired promptly or notified to FBC in the case of dog bins • Litter bins firmly fixed and inspected visually when emptied 	
Posts / markers /low fences etc.	Possible risk of falling object injuring Public /employees / Councillors / contractors Trip hazards	<ul style="list-style-type: none"> • Ensure all objects are firmly fixed • Annual check by KTC contractors Repairs to be arranged where required as reported to Town Clerk	Low
Walls /fences	Injury due to poor maintenance Public /employees / Councillors / contractors	<ul style="list-style-type: none"> • Regular Visual checks by KTC contractors • Hazards to be marked by signs /cones • Signs to inform the public how to report defects • Annual inspection by a KTC contractors • Rapid response when repairs need doing 	Low
Gates	Injury to especially hand / finger. Public /employees / Councillors / contractors	<ul style="list-style-type: none"> • Gates checked Annually by KTC contractors looking specifically at catches /latches / hinges 	Low

Hazard	Risk	Control	Risk Level
Inadequate lighting	Trips /falls to Public /employees / Councillors / contractors	<ul style="list-style-type: none"> • Ensure lighting on all surfaced paths /areas / car parking are in working order • Ensure public know how to report lights that are not in working order • Annual inspection by KTC contractors 	Low
Dog Fouling	Public /employees / Councillors / contractors	<ul style="list-style-type: none"> • Educate the public through social media and signage <p>Dogs wardens patrol regularly</p> <p>Dog waste bins in area</p>	Low
Drug use	Injury to Public /employees / Councillors / contractors from sharps	<ul style="list-style-type: none"> • Public /employees / Councillors / contractors advised not to deal with sharps unless they use appropriate safety equipment • Prompt response to reports of sharps by public • Police to be informed 	Medium
Hazardous plants i.e. stinging nettles, brambles, fox gloves and fungi.	Public /employees / Councillors / contractors	KTC contractors to monitor and remove hazardous plants from side of footpaths as required	Low



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Encountering other site users	Public /employees / Councillors / contractors	Be aware of other members of the public using site and with dogs perhaps. Not to approach dogs and stand still if approached	Low
Wildlife Ponds	Public /employees / Councillors / contractors	Ponds fenced off and warning signage around pond area Advise that young children are accompanied at all times	Low
Brooks / Streams flooding	Public /employees / Councillors / contractors / Property	Brooks / Streams are the responsibility of the Environment Agency and should be reported direct to them	Low

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This document was reviewed on 1st April 2020

Next review date – April 2021