

Job Risk Assessment

Task /Activity /Item:	Parking Ranger Patrol, Enforcement, Site Maintenance & Public Engagement		
Personnel exposed:	South District Parking Ranger Team		
Person(s) conducting Assessment:	██		
Reference Number:	REC 12	Date:	1 March 2026

SEVERITY RATING	LIKELIHOOD RATING	RISK MATRIX																																										
1 Minor injuries or discomfort, no medical treatment or measurable physical effects. 2 Injuries or illness requiring medical treatment. Temporary impairment. 3 Injuries or illness requiring hospitalisation. 4 Injury or illness resulting in permanent impairment. 5 Fatality.	1 Could happen but probably never will. 2 Not likely to occur in normal circumstances. 3 May occur at some time. 4 Expected to occur at some time. 5 Expected to occur regularly under normal circumstances	Likelihood					Severity																																					
		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> </tr> <tr> <td style="text-align: center;">2</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> </tr> <tr> <td style="text-align: center;">3</td> <td style="text-align: center;">L</td> <td style="text-align: center;">L</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> </tr> <tr> <td style="text-align: center;">4</td> <td style="text-align: center;">L</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> <td style="text-align: center;">H</td> <td style="text-align: center;">H</td> </tr> <tr> <td style="text-align: center;">5</td> <td style="text-align: center;">L</td> <td style="text-align: center;">M</td> <td style="text-align: center;">M</td> <td style="text-align: center;">H</td> <td style="text-align: center;">H</td> </tr> </table>								1	2	3	4	5	1	L	L	L	L	L	2	L	L	L	M	M	3	L	L	M	M	M	4	L	M	M	H	H	5	L	M	M	H	H
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Acceptable - additional controls where required/ensure existing controls are maintained																																												
Reduce Risk to acceptable level where reasonably practicable to do so. May need to apply interim controls until task is completed.																																												
Risk must be reduced before work starts. High level of supervision and monitoring required for the task.																																												

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Hazards	Who is affected & how?	Existing Controls (e.g. training, safe working procedures, PPE, equipment selected, No. staff allocated to task, emergency plans & arrangements, lone working controls)			Additional Controls Required to bring risk rating down as far as reasonably practicable (e.g. supervision & monitoring, additional/specialist equipment, specialist PPE)				
		Severity	Likelihood	Risk Rating	Severity	Likelihood	Risk Rating		
<p>Aggressive behaviour triggered by enforcement actions, issuing PCNs, challenging prohibited parking, PSPO enforcement</p> <p>Public Conflict & Enforcement-Related Aggression</p>	All staff	3	3	L	<ul style="list-style-type: none"> Customer service training. Body-Worn Camera (BWC) for transparency and deterrence. Staff briefed to disengage, withdraw and request backup when de-escalation fails. Logging incidents on Work Wallet. All staff - mandatory Conflict management training. 	2	3	L	<p>Mandatory conflict-management training.</p> <p>Use BWC proactively when approaching high-risk interactions. Dual-crewing in known hotspots (e.g., displacement parking areas, pinch-points).</p> <p>On-shift welfare check-ins via phone.</p> <p>Support via EAP and line manager monitoring.</p> <p>Read Forestry England's Lessons learned guidance</p>
Being struck by vehicles whilst in car parks	All Staff	4	3	M	<ul style="list-style-type: none"> Require high-vis vests Traffic awareness Cross car park at points with goods visibility. 	3	2	L	<ul style="list-style-type: none"> Training in safe roadside PCN issuing. No stepping between parked cars near blind bends.

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<p>Struck by vehicles whilst working near roadside verges, gateways, or narrow lanes while issuing PCNs</p>	<p>All Staff</p>	<p>5</p>	<p>3</p>	<p>H</p>	<ul style="list-style-type: none"> • Hi-viz markings on rear of vehicles. • Wear hi viz before exiting vehicle. • Check if safe to exit vehicle, mirrors, Dutch Reach. • Safe vehicle positioning - park pointing wheels to verge. • Park Ranger vehicles safely - pull in only where it is safe. • Always use hazard lights/ strobes. • Work in front of vehicle, NOT behind. • Cross car park/road at points with goods visibility. • 	<p>1</p>	<p>1</p>	<p>L</p>	<ul style="list-style-type: none"> • Avoid working on narrow verges unless essential.
<p>Health & fatigue</p>	<p>All staff</p>	<p>1</p>	<p>2</p>	<p>L</p>	<ul style="list-style-type: none"> • Employees must not work more than 37 hours a week (if this is exceeded it must be reviewed and not exceeded as an average over a period of 17 weeks). As in line with government guidelines. • Employees must take regular breaks and take a 30 minute lunch break during a standard 7.24 hour working day. 	<p>1</p>	<p>1</p>	<p>L</p>	<ul style="list-style-type: none"> • Record all incidents on Work Wallet • Report any accidents and near misses to line manager. • Line manager to check and monitor any health issues that may impact on ability to work out of hours shift pattern.

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<p>Exposure to extreme weather conditions - hypothermia, sun stroke, heat exhaustion, sunburn, dehydration</p>	<p>All Staff</p>	<p>3</p>	<p>3</p>	<p>M</p>	<ul style="list-style-type: none"> Staff to adopt any additional precautions necessary according to forecast weather conditions, e.g. sun hat, sun cream, waterproof coat, bottle of water etc. 	<p>2</p>	<p>2</p>	<p>4</p>	<ul style="list-style-type: none"> Monitor weather forecast in advance and monitor conditions throughout the duration of the shift. Staff to carry minimum 1L water. Staff to stop activities if deemed unsafe to continue and implement contingency plans.
<p>Accident with commoning livestock - ponies, cattle, donkeys, sheep and pigs.</p> <p>Kicks, bites, charging animals, food-seeking behaviour.</p>	<p>All Staff</p>	<p>4</p>	<p>3</p>	<p>M</p>	<ul style="list-style-type: none"> Advise staff of “Keep your distance” campaign. Avoid rear of animals in case of kicking and head in case of biting. Do not feed or eat food around animals as they might kick or bite. Avoid walking through groups of grazing animals and particularly not between mothers and young. Move away from approaching livestock. 	<p>3</p>	<p>2</p>	<p>L</p>	<ul style="list-style-type: none"> Staff to call for backup (Agister or owner) and not to tackle problem animals themselves. Incidents with animals must be recorded on Work Wallet
<p>Dogs - aggression, bites, illness</p>	<p>All Staff</p>	<p>3</p>	<p>3</p>	<p>M</p>	<ul style="list-style-type: none"> Avoid confronting or aggravating dangerous looking dogs. Walk away if necessary and use bodycam to record if safe to do so. 	<p>2</p>	<p>3</p>	<p>L</p>	<ul style="list-style-type: none"> Contact Dog warden/ police where necessary. Any incidents to be logged on Work Wallet

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					<ul style="list-style-type: none"> Awareness of the dangers associated with faeces especially Toxicara - staff to avoid any handling. 				
<p>Back strain, repetitive strain, dropped objects.</p> <p>Manual Handling Carrying equipment (Signs, Batteries, Tools, BWV, Payment Machines)</p>	All Staff	3	3	M	<ul style="list-style-type: none"> Manual handling training Avoidance of unnecessary lifting 	2	3	L	<ul style="list-style-type: none"> Lightweight tools where possible. Two-person lift for heavy signage. Task rotation.
<p>Hand tool injuries, electrical hazards, cuts from metal edges.</p> <p>Payment Machine & Sign Maintenance</p>	All Staff	2	2	L	<ul style="list-style-type: none"> Basic maintenance skills. 	2	1	L	<ul style="list-style-type: none"> Battery replacement and servicing training. Insulated gloves where appropriate. Barriers/cones when working around car parks.
<p>Traffic collision, reversing collisions, fatigue, distraction.</p> <p>Driving Between Sites</p>	All Staff/ Public	4	3	M	<ul style="list-style-type: none"> Pre-drive vehicle check. Avoid reversing in busy car parks. Reverse park when possible. Avoid soft verges/ground. Weather-related driving precautions. No mobile device use while driving. 	4	2	M	<ul style="list-style-type: none"> Don't drive tired Don't drive after poor engagement with the public. Take a breather. Demonstrate forest driving best practice in a branded vehicle.

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				<ul style="list-style-type: none"> • Slow speeds through livestock zones. • Pass livestock giving plenty of room. 					
<p>Working alone, limited access to support, potential escalation during enforcement.</p> <p>Lone Working (Including Remote/Low Footfall Sites)</p>	All staff	2	2	L	<ul style="list-style-type: none"> • Calendar visibility and lone working procedures. • Incident reporting. • Follow pre-defined shift route. • Lone-worker device / tracking app. Agreed check-in intervals. 	2	1	L	<ul style="list-style-type: none"> • Mandatory pre-shift dynamic risk assessment (DRA). • Avoidance of remote confrontations. Avoid or ask for help if escalation required.
<p>Mud, potholes, uneven ground, hidden tree roots, soft verges.</p> <p>Slips, Trips & Falls</p>	All staff	2	3	L	<ul style="list-style-type: none"> • Suitable footwear. • Avoid unsafe areas after storms, frost, heavy rain. 	2	2	L	<ul style="list-style-type: none"> • Dynamic Risk Assessment before stepping onto verges. • Avoid walking on narrow verges adjacent to fast traffic.
<p>Tick-borne illness, stings, allergic reactions.</p> <p>Insect Bites, Ticks & Zoonotic Disease</p>	All staff	2	3	L	<ul style="list-style-type: none"> • Awareness training. • Long clothing, tick checks after shift. • Access to first aid resources. 	2	2	L	

Record of risk assessment briefing

*I have been briefed on the content of this risk assessment and understand the control measures identified and the method statement to be followed for the task/activity or *I have briefed staff/contractors/volunteers on the content of this risk assessment and listed those involved below (*delete as appropriate):

Name	Signature	Date	Name	Signature	Date