

Unstead Nature Community Group

Risk Register

Green - mitigation in place
Red - mitigation still required

June 2026

Ref	Section	Risk	Areas of impact	Owner	Likelihood	Impact	Total	Mitigation
10	Visitors	Drowning in lagoons or pond	Compliance Financial Reputational	Trustees	1	5	5	Public access to lagoons and pond is fenced off or has hedge barriers. If access is extended, relevant fencing should be extended.
11		Drowning in culverts	Compliance Financial Reputational	Trustees	1	5	5	The north culvert has raised sides which prevents inadvertent stepping into. At the Eastern end of the North culvert, fencing is in place beside the 'bridge' across it. The south culvert is at ground level and beside a public footpath. Fencing is in place beside the public footpath to prevent public access to the south culvert.
12		Drowning in compound ponds	Compliance Financial Reputational	Trustees	1	5	5	The pond is some 18 inches deep and at ground level. Perimeter fence installed.
13		Injury from trips/falls on uneven ground and paths	Compliance Financial	Trustees	2	2	4	Much of the site off the footpaths is uneven, some with numerous rabbit holes and some boggy patches. Avoid visitors in these areas by maintaining clear footpaths. A slope has been constructed beside the dry lagoon and a fence installed on the North Meadow bank to prevent visitor access. Regularly inspect site and public paths and repair any damage.
14		Injury from tree/branch falling on visitors/volunteers	Compliance Financial Reputational	Trustees	2	4	8	Regularly inspect site and public paths, remove dead and dangerous trees and overhanging branches.
15		Injury to public by grazing cattle	Compliance Financial Reputational	Trustees	2	4	8	Adequate fencing and locked gates in any grazed areas, with no public access. Grazier to be qualified/experienced and be fully insured for public liability, formalised by a grazing licence.

16		Drowning after falling from dipping platform	Compliance Financial Reputational	Trustees	1	5	5	Access is locked and restricted to organised and supervised groups only, with two adults present at all times. The pond is only 12 inches deep. Life saving safety hook on pool kept at the dipping platform when being used by groups.
30	Site	Fire risk - vegetation	Wildlife Compliance	Trustees	1	2	2	No bonfires on site
31		Traveller incursion	Wildlife Financial	Trustees	1	4	4	Padlocks on main access gates. Main access gate padlock is not working
32		Vagrant incursion	Wildlife Financial	Trustees	2	2	4	Lock the hide, shed and compound
33		Theft of equipment from hide or shed	Financial	Trustees	3	2	6	Do not keep equipment in the hide. Lock the shed and compound. Valuable equipment is padlocked in place.
34		Theft of benches or bird boxes	Financial	Trustees	2	2	4	Permanently anchor benches in the ground. Place bird-boxes in inaccessible locations
35		Vandalism of hide, shed, benches, fences etc	Financial	Trustees	3	2	6	Keep the site in good order so that it does not appear neglected. Lock the compound.
36		Fly-tipping and trespass	Wildlife Compliance Financial	Trustees	1	4	4	Padlocks on main access and meadow gates. Main access gate padlock is not working
37		Damage to overhead service lines	Compliance Financial Reputational	Volunteer task leader	2	2	4	There are two overhead power lines running across the site and a BT line running parallel to the public footpath. Warning signs for users of the compound not to raise ladders or poles. Avoid using tall machinery within 9m of the power lines and BT lines. Advise contractors of the presence of these overhead wires. Periodically review trees adjacent to power lines and cut back any that could fall on the lines.

38		Damage to underground service lines	Compliance Financial Reputational	Volunteer task leader	2	2	4	There is only one underground cable, that of BT running alongside the public footpath. Use metal detectors/ CAT scanners only with trained operator to identify location if digging nearby. Advise any contractors of its location. There are drains beneath South Meadow but these are too far below the surface to be affected by any hand digging. Advise any contractors using heavy machinery of their presence.
39		Tree/branches falling on Trunley Heath Road	Compliance Financial Reputational	Part THAMES WATER - required tree surgery	3	4	12	There are some tall trees close to Trunley Heath Road including, in particular, a large damaged poplar. Tree survey conducted. Undertake felling or weight reduction as required
40		Tree/branches falling on public footpath	Compliance Financial Reputational	Part THAMES WATER - required tree surgery	3	4	12	There are several trees beside the public footpath, although mainly not fully mature. Tree survey has been conducted 2023 with no issues raised except Poplar. Carry out tree safety inspection along paths, boundaries and overhead services and around property on regular basis and after strong winds. Take remedial action to make trees safe.
41		Failure of water-retaining bund	Compliance	Trustees	1	5	5	Bunds are substantial and have been in operation for decades. Water levels contained are not high. Overflows are operational for all lagoons. Any leaks to be assessed and repaired promptly
42		Spillage of chemicals or fuels used on site	Compliance	Trustees	3	2	6	Fuel safe installed to store fuel and any other hazardous liquids
50	Volunteers	Ticks and Lyme disease	Compliance	Volunteer task leader	2	2	4	All volunteers to be aware that Lyme Disease can be contracted from ticks present in bracken and grass. Wear long trousers and sleeves. Brush clothes down regularly. Check skin for ticks at the end of work. If bitten, remove tick using appropriate tool and keep the site of the bite under observation. Seek medical advice if a 'target' rash develops and/or flu-like symptoms commence. Purchase tick remover for first aid kit.

51		Tetanus and Leptospirosis (Weil's disease)	Compliance	Volunteer task leader	2	2	4	These diseases may not be very common but can have severe effects, in rare cases death. Tetanus can be contracted if earth gets into cuts or abrasions. All volunteers should have up-to-date anti-tetanus injections . (A full course lasts ten years. Ask if any of the team have not had injections and stress importance of getting these, particularly if the skin is broken/cut.) Treat all cuts , etc. immediately & cover adequately. If water that is contaminated with rats or cows urine gets into cuts, Weil's or Hardjo varieties of Leptospirosis can result. Although there are no cows on site, rats may be present upstream of the outflow into the culverts. If contact with potentially contaminated water is made, wash thoroughly with clean water before eating drinking or smoking and prior to leaving the site.
52		Bites and stings (adders; wasps etc)	Compliance	Volunteer task leader	2	2	4	No adders have been seen on site, but their absence cannot be presumed. Advise volunteers of the risk . Have first-aid kit handy on all volunteer workdays.
53		Carcinogenic impact of exposure to bracken spores	Compliance	Volunteer task leader	1	3	3	The degree to which bracken can be carcinogenic to humans is not well researched, but it is considered advisable to avoid cutting bracken when it is producing spores - August to mid September .
54		Barbed wire	Compliance	Volunteer task leader	2	2	4	If barbed wire is being handled, volunteers to wear stout leather gloves and to wear eye protection . There is no barbed wire immediately accessible.
55		Trips/falls in soft/boggy ground	Compliance Financial	Volunteer task leader	4	2	8	Much of the site off the footpaths is uneven, some with numerous rabbit holes and some boggy patches. Avoid obstructing access routes. Recommend use of sturdy boots or wellingtons, with good grip. Advise caution when working in such areas

56		Poisoning from blue / green algae	Compliance Reputational	Volunteer task leader	1	3	3	If blue-green algae is present, avoid all contact with the relevant body of water.
57		Injury from use of sharp or bladed hand tools	Compliance	Volunteer task leader	2	3	6	All volunteers to have instruction in the safe use, carrying and storage of all tools they will use. All tools should be correctly maintained. Stop using, and report, any defective tools immediately. No glove to be worn with swinging tools. Ensure when using a bow saw that as a minimum a glove is worn on the opposite hand to the one operating the saw. Eye protection must be worn when there is a risk of flying particles (eg brush cutter). Helmets to be worn when using any tools lifted above head or when felling trees greater than 3 metres tall. Ear defenders to be worn when using a post driver.
58		Injury from use of sharp or bladed power tools (eg chainsaw or brushcutter)	Compliance Reputational	Volunteer task leader	2	4	8	Chainsaws must only be used by suitably qualified and certified users. Volunteers to have instruction in the safe use of other available power tools (primarily brush-cutter, scythe mower and lawn mower). All power tools should be correctly maintained. Stop using any defective tools immediately. Eye protection must be worn when there is a risk of flying particles (eg brush cutter and chainsaw). Helmets to be worn when using chainsaws. Ear defenders to be worn when using loud machinery or equipment (eg petrol chainsaw and brush-cutter)
59		Injury from traffic if working adjacent to Trunley Heath Road	Compliance Financial Reputational	Volunteer task leader	2	3	6	Plan work so that people are not on the road and preferably well clear of passing traffic. If roadside work is unavoidable, place cones or tape & signs as necessary to forewarn. Wear high visibility clothing when working by roads. Set up traffic management if required.

60		Injury from falls from height (use of ladders)	Compliance	Volunteer task leader	2	2	4	Avoid working off the ground / working at height and use alternative qualified contractors to undertake relevant activities e.g. tree surgery. If essential only use approved methods of access when working off the ground. See HSE guidance.
61		Burns from fire	Compliance	Volunteer task leader	1	2	2	Bonfires are not permitted on the site
62		Drowning when using waders in deeper water	Compliance Reputational	Volunteer task leader	2	5	10	Wear buoyancy aids or lifejackets when working in or above water and do not work alone. Have ropes, poles, or lifebelts readily to hand. There should be another person on the bank at all times with a rope which is not otherwise in use.
63		Burns from hemlock/wild parsnip	Compliance	Volunteer task leader	2	2	4	Hemlock is common on the site and can cause skin irritation if sap comes into contact with skin (or eyes) and is then exposed to sunlight. Warn volunteers of the hazard and advise them to avoid relevant plants. If contact is likely, wear suitable PPE. Wash off skin and/or irrigate eyes with clean water thoroughly without delay if it does occur. Do not expose contaminated skin to sunlight.
64		Injury from falling branches/trees	Compliance Reputational	Trustees/Volunteer task leader	2	3	6	Carry out tree safety inspection along paths, boundaries and overhead services and around property on regular basis and after strong winds. Take remedial action to make trees safe. Avoid working beneath trees during strong winds or lightning.
65		Exposure to inclement weather conditions	Compliance Reputational	Volunteer task leader	2	2	4	Do not visit site unprepared for possible adverse weather conditions e.g. downpours or great heat/cold or strong sunshine. Advise volunteers on suitable clothing and sunscreen as appropriate. Stop work promptly if people are clearly ill attired for conditions, in discomfort, or the work is increasing in risk. Stop work in lightning conditions

66		Inadequate protection of non-adult volunteers	Compliance Reputational	Volunteer task leader	1	4	4	Volunteers under the age of 16 to be accompanied by parent or guardian when volunteering. Any visiting groups of young people must be accompanied and led by an appropriate number of qualified leaders. Safeguarding policy in place.
67		Volunteers unaware of risks	Compliance Reputational	Volunteer task leader	3	3	9	New volunteers to receive full risk mitigation communication. On subsequent workparties for all volunteers, risks related to any higher risk tasks being undertaken- eg working in lagoons - to be communicated and acted on.
68		First aid not available	Compliance Reputational	Volunteer task leader	3	3	9	First Aid kits to be taken to workparty task locations. Minimum of two trustees to be first-aid trained.
69		Falls from ladders	Compliance Reputational	Volunteer task leader	3	3	9	Step ladders to be placed carefully because of soft or uneven ground. Leaning ladders to be secured (roped) to support. If heavy items are to be lifted, use a hoist or rope pulley - do not carry heavy items up a ladder.
70	Wildlife	Distress and injury to wildlife from dogs.	Wildlife	Trustees	2	2	4	Signage requesting that dog-owners keep their dogs off the site other than on leads on designated paths. Stock fencing along public footpath and hide footpath. No dogs to be allowed on cross-path [and other areas of the site]. 'No dogs' signage installed on cross-path and viewing platform path.
71		Animals drowning in culverts of compound ponds	Wildlife	Trustees	2	2	4	Put in and maintain ramps at intervals along each culvert to allow animals to crawl out. Check they are in place periodically
72		Birds dying as a result of collision with overhead power lines	Wildlife	Trustees	3	2	6	Birds diverters installed on the powerlines above and adjacent to the lagoon. More diverters required over new reed bed.
73		Birds dying as a result avian flu	Wildlife	Trustees	2	2	4	Notices erected adjacent to footpath. Personal protection equipment to be used when recovering and disposing of dead birds, and this only to be done where it is safe to do so. Report to DEFRA in accordance with guidelines if required.

74		Disturbance of protected species	Wildlife, reputational	Trustees	3	2	6	Surveys conducted to be aware of relevant species. Trustees are knowledgeable of legal obligations. Any work in relevant areas is restricted as to nature or timing (during the year) as is appropriate for the species.
80	Management	Lack of funds for required maintenance etc	Financial	Trustees	2	4	8	Annual budget approved by trustees. Monitoring of financial resources by trustees at every trustee meeting
81		Significant unexpected, unavoidable costs	Financial	Trustees	3	3	9	Adequate financial reserves maintained. Level of financial reserves reviewed annually
82		Financial fraud or theft - external	Financial	Trustees	2	4	8	Trustees safeguarding access to the Groups banking arrangements. Two trustees required to authorise any payment.
83		Financial fraud or theft - internal	Financial	Trustees	2	4	8	Payments authorised by two trustees. Annual accounts subject to independent examination.
84		Trustee succession and recruitment	Governance	Trustees	3	4	12	Publicity of the Group and its activities and encouraging new member involvement and eventual guiding suitable individuals towards trusteeship.
85		Inexperienced or ill-informed Trustees	Governance	Trustees	3	3	9	New trustees to receive induction covering duties and responsibilities and the particular requirements of UNCG. New trustees should follow the guidance set out in the Charity Commission's 'Charity Trustee Welcome Pack'.
86		Loss of key committee member - warden, chairman, secretary, recorder, treasurer, fixer	Wildlife Governance Reputational Financial	Trustees	3	4	12	Minimum of 5 trustees. Sharing internal knowledge by regular trustee and other meetings enabling one or more other trustees to step in to cover a short term or permanent loss of key person.
87		Financial liability on trustees	Governance Reputational Financial	Trustees	1	5	5	The Group is established as a Charitable Incorporated Organisation, ('CIO') which has limited liability. No liability arises on a trustee unless he or she is personally grossly negligent or dishonest. Trustee insurance in place
88		Significant claim against the Group	Reputational Financial	Trustees	1	5	5	Risks are mitigated, as above. Liability insurance is in place. The Group is established as a CIO.

89		Disclosure of personal data	Governance Reputational Financial	Trustees	2	2	4	Trustees kept aware of requirements over data security and confidentiality of member information. Member data held securely either on trustees' personal computer equipment or on a passworded area of the Group's website. Group communications with members only on a blind copy (BCC) basis.
90		Breach of lease or Thames Water terms/conditions	Compliance Reputational Financial	Trustees	2	4	8	Lease in place on terms agreed by Trustees. Trustees kept aware of terms of lease and regular monitoring of any relevant compliance matters.
91		Loss of key data	Compliance Financial	Trustees	2	3	6	All data, including invoices, held electronically and backed up at least monthly Data maintained by one trustee copied to at least one other trustee at least quarterly. Data also held on in the cloud DropBox

UNCG scores risks on a scale of 1-5 for both likelihood and impact. An overall score is created by multiplying the likelihood and impact scores. These are then colour coded to make it easier to read at a glance.

In interpreting the risk heat map below, likelihood is x and impact is y. The colour codes are:

Red - major or extreme/catastrophic risks

Amber - moderate or major risks

Blue or green - minor or insignificant risks

Impact	Extreme/Catastrophic	5	5	10	15	20	25
	Major	4	4	8	12	16	20
	Moderate	3	3	6	9	12	15
	Minor	2	2	4	6	8	10
	Insignificant	1	1	2	3	4	5
		1	2	3	4	5	
		Remote	Unlikely	Possible	Probable	Highly probable	
		Likelihood					