

CORNEL SITE RISK ASSESSMENT v1

Date reviewed 19/02/2026

The hazards at Cornel primarily affect 5 distinct groups of people, who usually are not on the site at the same time. These groups are the Users, visitors including contractors, the Wardens, the Service Team and the Committee. Many of the hazards affect all 5 groups, however we recognise that there are some differences in the activities carried out by each group and that some parts of the site are not accessible to Users. We also recognise that this is not a secure site and occasionally members of the public may intentionally or mistakenly enter the site.

This Risk Assessment includes the risks to all groups and recognises differences where appropriate.

Additionally, since the site is unmanned and made available to Users who collect and return keys using on-site keyboxes, essential safety information is provided to Users so they can complete their own event, site and activity specific Risk Assessments in order that they can use the site safely. This Risk Assessment is published for Users in pdf form on the Cornel website.

THIS RISK ASSESSMENT INCLUDES FIXED ELEMENTS OF THE SITE AND INFRASTRUCTURE AS WELL AS ACTIVITIES UNDERTAKEN BY THE CORNEL CENTRE WARDENS AND SERVICE TEAM **IT DOES NOT CONSIDER THE ORGANISATION OF EVENTS BY VISITING PARTIES, USER ACTIVITIES**

YEAR:	2026			
REVIEW COMPLETED BY:	D.Perry / J.Cooper / A.Williams (and Service Team)			
HAZARD IDENTIFIED, RISK ARISING & PERSONS AT RISK (risk considered to apply to all Users, maintainers, visitors unless specifically stated)	HOW IS THE RISK CONTROLLED? WHAT FURTHER CONTROLS ARE NEEDED	DATE TO BE DONE/CHECKED	PERSON RESPONSIBLE	DATE COMPLETED
Hazard - anything that could cause harm e.g. equipment or conditions. Risk - the chance that someone will be harmed by the hazard	Control - an action , equipment or procedure that will help to reduce the potential for harm from a particular hazard.	—	—	—
BUILDINGS				

Roof House/Annex/Campblock - slate. Risk of falling debris. Degradation of roof purlins. House rear hallway - polycarbonate roof, risk of falling through. Risk of fall from height when performing maintenance	No ready means of access to these roofs. Sign on outside rear hallway warns of fragility of Polycarbonate roof. Ongoing project to replace with new roof. Assessment by contractor of purlins. Maintenance by Service Team to be carefully controlled. Visual inspection and repair as necessary listed on Maintenance Checklist.	Warden visits 3 x Service Team weekends	Wardens Service Team Chair	Warden visits See maintenance records Report from Contractor
Roof Mower Store/Pole store Risk of fall from height	These roofs can be accessed by climbing, anti-climb paint and signs installed. Aggressive planting Listed on Maintenance Checklist to renew/check Anti-Climb paint.	3 x Service Team weekends	Service Team	See maintenance records
Windows Risk to users/trespassers from broken glass/forced entry Risk of trapped fingers between unit and frame or in mechanism.	Double glazing to all windows Internal security grills installed to mitigate attempts (emergency key boxes adjacent to open grills if required) Clean and check mechanism, listed on Maintenance Checklist, ensures smooth operation and mitigates against additional effort.	Warden visits 3 x Service Team weekends	Wardens Service Team	See maintenance records
Doors Risk to users from trapped fingers	Finger guards to all internal door hinge sides Check door closer adjustment listed on Maintenance Checklist	3 x Service Team weekends	Service Team	See maintenance records
Doors Risk of being left open and creating a route for fire Risk from doors not closing properly	All doors on escape routes clearly signed as "Fire Door Keep Closed" Ensure no door wedges present. Ensure all door closers operational listed on Maintenance Checklist.	Warden visits 3 x Service Team weekends	Wardens Service Team	Warden visits See maintenance records

Blocked drainpipes & gutters, drains - Surface Water Slip/trip risk from surface water not draining away Slippery condition created by leaves gathering around drains.	Inspection and cleaning mitigates against debris build up Listed on Maintenance Checklist.	3 x Service Team weekends	Service Team	See maintenance records
Working at Height Use of ladders or other means of working at height by Service Team and Wardens. Injury from incorrect use of ladders - slips and falls Injury from incorrect access method (e.g., Ladders where platform should be used) - strains, falls	Variety of ladders and work platforms available to suit the task. Ladder Inspection on Compliance Document Briefing and supervision by suitably qualified and/or experienced person during maintenance activities. N.B. Refer to Estate and Surroundings for Tree Work	Annual During Service Team work	Competent person Service Team Leaders	See maintenance records
Unauthorised Access Damage to facilities (vandalism) Loss of equipment (theft)	Suite of Eurolocks, window grills, security lighting. Continuing correct function checked by Maintenance Checklist. Regular changing of lock-box codes Garage door floor-mounted locks fitted to Garage/Bunker prevents attempts. Managed planting restricts views into site. Perimeter Fences checked on Maintenance Checklist. Build/maintain relationships with neighbours/Valley Association. N.B. Also refer to Security section	Warden visits 3 x Service Team weekends	Wardens Service Team	Warden visits See maintenance records
PERSONEL				

Lone working	Another person aware that lone worker is visiting the Centre and when safe afterwards.			
Injury to Warden while lone working	Activities restricted to those which can be completed safely as a lone worker - only safe ladder work, no activities where a significant uncontrolled risk exists.	Warden visits	Wardens	Warden visits
Injury to Service Team members while lone working	Portable phone and radios available that work across whole site. WiFi available on site allowing, limited, use of personal mobiles.	Service Team events	Service Team	Service Team events
SERVICES				
Gas supply	Isolation possible from outside buildings, gas safety notices and gas box emergency key boxes provided.			
	Carbon monoxide alarms in House drying room and kitchen, Annex living area and boiler cupboard, Campblock boiler cupboard.	Annual service and inspection		
	Gas supply to house cooker regulated by solenoid valve, requiring extractor fan to be on before release.	Monthly check CO alarms	Appointed GasSafe Contractor	See maintenance records
Explosion, fire, asphyxiation from incorrect installation, damaged installation	GasSafe inspection, Landlord Certificate and external system check annually.	Annual Interlock Check	Calor	Calor delivery records
	Carbon Monoxide alarms tested on Maintenance Checklist.	Gas delivery + annual check outside pipework and regulators	Wardens	
	Tank inspected by Calor when gas delivered (tank replaced 2015, tank check 2024).			

Water supply Leaks/Burst pipes/water shortage	Pipes lagged where exposed to cold or heat transfer between hot/cold/central heating systems is possible (where practicable). Campblock drained in winter. 2 water sources used - stream plus borehole and 7,500l storage tank installed outside. Duplication of plant and spares available on site if required. Spare plumbing fixings stored on site for emergency repair. Filtered, non sterile water supply available during total failure of water to the site, water butts installed for non potable use. Water can be boiled for use in an emergency. Limit on site occupancy in line with available water supply. Full description of Cornel's water system described in Sections 9 and 2.5 of Cornel Manual	Weekly and monthly checks 3 x Service Team weekends	Wardens Service Team Booking Contact	Warden visits See maintenance records See Bookings System
Water supply Quality issue with drinking water supply leading to either prohibition and/or illness. Legionella	Legionella Risk Assessment completed 30/01/2025, routine checks/maintenance completed as per maintenance plan. Major rebuild of water system 2020/21. Full description of Water System in Sections 9 and 2.5 of Cornel Manual	Monthly checks Annual sterilisation of pipework / replacement of UV tubes. System maintenance during 3 x Service Team weekends. Annual Council quality check	Wardens Service Team Conwy County Borough Council	See maintenance records
Sewer & Waste Water Leaks, Blockage resulting from poor maintenance Disease resulting from waste not draining away correctly.	Regular inspection and cleaning of system, via access covers. Emptying of Waste Water Treatment Plant listed on Compliance Document. Replacement of Urinals Valve Battery listed on Compliance Document. Route and flow of drains mapped for site.	Warden visits Annual emptying	Wardens Service Team	See maintenance records

Central Heating Boiler/Hot water systems Release of gases or liquids. Loss of use.	All Boilers not accessible to Users. Cannot be interfered with without tools. Sealed systems are treated with corrosion inhibitor. GasSafe inspection and Landlord Certificate annually. Carbon monoxide alarms fitted adjacent to all boilers Replacement programme based on experience and advice from experts part of 5 year plan to replace equipment before likely failure. Emergency equipment available on site for use by Users.	Annual service and inspection Monthly check CO alarms	Gele Gas Wardens	See maintenance records
Electricity Overloaded sockets Electrocution Fire Trailing /damaged leads	Circuits protected by overcurrent and current leakage devices. Additional programme to add surge protection. Sufficient sockets provided when centre rewired. Portable Appliance Testing carried out by Competent Person. Inspection of installation by Competent Electrician. Briefing and supervision during maintenance activities	Annual PAT testing 5 yearly Installation inspection During Service Team work	Competent person Electrician Service Team Leaders	See maintenance records
Electrical Supply Loss of Electrical supply Loss of WiFi, and VOIP	Internal lights on batteries for power outages. Tested on Maintenance Checklist. Oven cannot be used, solenoid valve prevents gas. Emergency cooking equipment, and suitable food, available on site. Testing of emergency equipment managed by Maintenance Checklist. WiFi will receive 2 hours of battery supply in mains power outage, this will also allow VOIP. UPS makes audible signals to identify when it is supplying, and subsequently, when no-longer supplying. Users are briefed via Welcome Notes.	Weekly and monthly checks 3 x Service Team weekends	Wardens Service Team	See maintenance records
ENTRANCES & EXITS				

Obstructions/poor lighting Slips, trips & falls Unable to operate doors in emergency	Evacuation routes kept clear, luminous signage.	Warden visits.		
	Thumbturn locks on inside of external exit doors mitigates use of keys.	Emergency lights and evacuation tested during Autumn Service Team weekend.	Wardens	Warden visits
	Good lighting and emergency lights provided and tested.		Service Team	See maintenance records
	Practice evacuations completed by Service Team.			
STORAGE/USE				
Combustible Materials Fire resulting in harm to personnel Fire resulting in damage to property/equipment.	Very little combustible material in House/Annex/Campblock.			
	Restricted access mower store and garage where mowers, petrol, paint and other flammable material is stored.			
	COSHH assessments in place to understand need for and use of flammable substances.	Warden visits.	Wardens	Warden visits
	No smoking allowed in buildings. Appropriate signage in place.	Use of flammable materials and ignition sources controlled during Service Team work.	Service Team Guests	See maintenance records
	Defined areas for campfires clearly identified to Users.			
	Fire Fighting equipment available in line with Fire Risk Assessment and Inspections.			
	<u>See Fire Risk Assessment.</u>			
Rubbish Improper storage, disposal of waste resulting in disease/vermin	Internal bins and black bags provided for users.		Wardens	
	Users informed how to properly dispose of rubbish and recyclables.	Warden visits	Service Team	Warden visits
	Wardens check site during visits.		Guests	

Tools & Equipment Use of heavy equipment resulting in strain, injury. Improper use of sharp tools resulting in cuts/laceration	Heavy equipment stored on floor/lower shelves. Broken down into manageable units when required. Manual Handling equipment available on site (wheelbarrows, trolleys, sack truck). Inspected by Competent Person before use. Supervision/instruction when Service Team using sharp tools. Cut resistant gloves available for appropriate tasks.	3 x Service team weekends	Service Team	Service Team weekends
Mechanical Plant Improper use resulting in injury Poor maintenance resulting in unsafe condition.	Restricted access to garage/mower store where plant stored. Supervision/instruction when Service Team using mechanical plant. Plant serviced and maintained by Service Team.	3 x Service team weekends	Service team	Service Team weekends See maintenance records
Pioneering poles Improper storage resulting in poor condition Misuse resulting in injury	Purpose built storage protected from weather and well ventilated. Poles checked before camping season. Poles in poor condition destroyed so can no longer be used. Responsibility for use lies with users - no lashing ropes or pulleys etc. provided by Centre. Communicated to Users through User Manual.	2 x Service Team weekends	Service team	See maintenance records

Chemicals for cleaning and site maintenance Storage/misuse	Restricted access to garage where chemicals stored. Wardens use PPE if cleaning after users. Domestic first approach Supervision/instruction when Service Team using chemicals and care/appropriate PPE used as per product labelling, Material Safety Data Sheets and COSHH assessments. Signs in garage/bunker for dealing with emergencies. Removal of any chemicals left by guests Removal of chemicals donated to the centre without proper assessment.	3 x Service team weekends Warden visits	Service Team Wardens	Service Team weekends
Gas cylinders and portable appliances Leaks, fire/explosion Hoses in poor condition resulting in gas leak, explosion.	Restricted access to store where emergency gas cylinders and appliances are safely and securely stored. Restricted access to garage where 'blowtorch' gas cannisters are stored. Hoses renewed every 3 years controlled by Compliance Document. Annual check.	February/October Service Team weekend	Service Team	See maintenance records
KITCHEN				
Sharp objects Cuts/lacerations resulting from damaged crockery. Blunt utensils/knives resulting in additional effort ("A sharp knife is a safe knife")	Glasses/jugs/bowls are Duralex/Pyrex Commercial can opener provided. Crockery and Utensils checked for safe condition. Users have responsibility for safe use of knives.	Warden visits 3x Service Team weekends	Wardens Service Team Users	Warden visits

Food & Drink Food poisoning Vermin Slipping on spills Fridge/freezer cleanliness	Users have main responsibility for preventing food poisoning. Suitable fridge/freezer storage available to all Users. Suitable storage available for food in House/Annex kitchens. Food waste disposed of as general waste. Mops / blue roll provided for users to clean.			
	Wardens check that fridges/freezers empty/clean when visiting between users.	Warden visits	Wardens	Warden visits
	Service team complete cooker and kitchen cleaning 3 x per year, deep clean House/Annex 2 x per year, deep clean Campblock before season.	3 x Service team weekends	Service Team	See maintenance records
	Water butts provided for water shortage labelled as 'NOT DRINKING WATER' and drained annually.			
	Vermin dealt with if required by traps/poison bait positioned securely with no access by users.			
Cooker hood Fire, grease accumulation	House Cooker Hood with easily maintable Plate Filters.			
	Annex Cooker Hood (paper and carbon filter) condition controlled by Maintenance List.	3 x Service Team weekends	Service Team	See maintenance records
	Hood and filters deep cleaned 3 x year. Cooker gas supply interlocked with minimum fan speed.	Annual Interlock test	Gele Gas	
Hot surfaces & liquids Burns and scalds	Signing on taps.	Warden visits	Wardens	See maintenance records
	Monthly and annual water temperature checks.			
TOILETS & WASHROOMS				
Legionella Disease	Legionella Risk Assessment completed 30/01/2025, routine checks/maintenance completed as per maintenance plan.	Warden visits	Wardens	See maintenance records
	Major rebuild of water system 2020/21.	3 x Service Team weekends	Service Team	
	Full description of Water System in Sections 9 and 2.5 of Cornel Manual			

Virus and Bacteria Infection or disease	Regular inspection of facilities and cleaning by Wardens if required.			
	Good supply of toilet paper/soap.	Warden visits	Wardens	Warden visits
	Paper towels supplied in kitchens and bathrooms.			
	Urinal Valve Battery replacement listed on Compliance Document to ensure continued safe condition (flushing) of urinals.			
BUNKROOMS				
Bunks Falls from height, unsafe gaps, unstable bunks	All bunks replaced 2014/15 to meet current regulations.			
	Bunks fixed down when installed.	Warden visits	Wardens	Warden visits
	Rolling replacement of mattresses to ensure condition.	3 x Service Team weekends	Service Team	Service Team weekends
	Checked for damage by Wardens/Service Team			
ESTATE & SURROUNDING LAND				
Trees Falling Trees/branches	Annual tree survey by competent person to Scout Association requirements, remedial work completed to a timescale commensurate with risk.	Annual tree survey	Service Team	See maintenance records
Fences Straying farm animals	Annual fence inspection. Repairs by Grazier or Service Team following damage or identification of inadequate fencing. A temporary barbed wire fence is erected to protect the path in the camping field from livestock. Additional markers are to be hung on the barbed wire indicating it's presence. Campers are not expected in the field while livestock is in there.	Annual fence survey	Service Team	See maintenance records

Movement of vehicles around site Harm to people or property by vehicles moving around site	Driveway, car park and Camp Field drive checked during Warden and Service Team visits. Car park sized adequately for expected use and guidance provided in User information. Locked gates restrict vehicluar access around the site. Grasscrete access to Bunker/Garage scraped clean as required. Trolleys available on site mitigates need to take vehicles any further onto site than the carpark.	Warden visits 3 x Service team weekends	Wardens Service Team	Warden visits Service Team weekends
Grass, pathways, rubbish, uneven ground Fire, trips, slips, falls, cuts Disabled access	Paths swept and inspected for damage at each Service Team weekend and repairs programmed.	Warden visits 3 x Service Team weekends	Wardens Service Team	Warden visits See maintenance records
Access Road from Trefriw (Crafnant Road) Condition of surface and boundary walls/hedges/fences. Lane becomes unpassable (2020 landslide)	Conwy County Borough Council (who are responsible for this public highway) are to be informed when a concern with Crafnant Road is identified. Reports are made by using the CCBC Website 'Report' section. Once remedial works are dealt with the reporter is informed by email. Additional access is available via the forestry track from Llyn Geirionydd. Forestry track comes out at NRW Car Park. Additional time and care is to be taken by volunteers using this route. Users would not be expected to use this route and offered favorable cancellation/transfer of booking. Egress from the site by Users would have to be co-ordinated with Conwy Borough Council. If the lane is blocked beyond the Car Park the Committee will put in a plan comensurate with Conwy Borough Council's repair plan. Residential properties (Phillipa and Malcolm) being on the lane would mean a suitable plan would need to be put in place by the Council. The Management Committee will have to decide how to proceed with essential maintenance/shutdown and isolation.	Warden visits	Wardens Mangement Committee Booking Contact.	Warden visits

SECURITY				
Unauthorised Access (Accidental) Members of the public entering the site whilst young people are occupying the site Safeguarding risk to Users/Wardens/Service Team from unauthorised members of the public	Fencing of boundaries Signage provided at gate and stile entrances stating that there is No Public Right of Way into site. Users information also includes this statement for Users to note. Annual fence inspection and Warden visits. Combination lock fitted to front gate to deter motorhomers and wild campers.	Warden visits Annual fence survey	Wardens Service Team	Warden visits See maintenance records
Unauthorised Access (Intentional) Loss of equipment (theft) Performing maintenance tasks advertises the "desirable equipment" we hold on site to passers-by. Safeguarding risk to Users/Wardens/Service Team from intruders (potentially violent)	Suite of Eurolocks, window grills, security lighting. Continuing function checked by Maintenance Checklist. Access points to site clearly labelled as private property. Build/maintain relationships with neighbours/Valley Association. Equipment stored away when not in use. Locked away at the end of the day. Lone Worker policy in place.	Warden visits 3 x Service Team weekends	Wardens Service Team	Warden visits See maintenance records
FIRE				
Risk of fire	See separate Fire Risk Assessment	--	--	--

A yellow highlight indicates a specific action which has a completion date and is NOT a recurring action

