

Safe Scouting Premises Audit

Introduction

What is a Safe Scouting Premises Audit?

This audit is designed for those who manage and operate any Scouting premises, be it your regular Group meeting place, a campsite or activity centre. This audit is focused on the delivery of safe scouting and should be used as a local reflection on the current situation and used to help inform future actions.

Who is involved in this process?

This audit should be shared with relevant Trustee Boards and Lead Volunteers so they have oversight of the assets they are responsible for and in order to offer support. Further support is available from specialists within Districts/Counties/Areas/Regions (Scotland) and from UK Headquarters.

Where do I start?

This audit is in sections of different topics, so you may choose to review in these stages. Don't go it alone, work with someone else so you can discuss the questions. It starts with the main, regular items relevant to nearly all premises. The second half is most relevant to larger premises, campsites and centres but check it out as some bits may also apply to you.

Do I have to answer all the questions?

The questions posed within this audit are a prompt for the premises, not all will be relevant to every premises. You should still consider them all to identify which are relevant and which aren't.

What if we have external accreditation?

Scouting premises may also be the location of adventurous activities delivered to non-members. For some activities you are legally required to hold a license from the **Adventurous Activity Licensing Authority (AALA)**. As part of this process an inspector will require evidence that you have a systematic approach to the management of health and safety and can demonstrate an overall "culture of safety". This extends beyond licensable activities and an inspector may want to see evidence of procedures to control risks in all aspects of your operation and premises. This checklist will help you to develop, or validate that your overall safety system is fit for purpose and will aid you in evidencing your approach to an external inspector.

In addition the **Learning Outside the Classroom (LOtC)** quality badge and **Adventuremark** schemes provide voluntary accreditation where activities fall outside the scope of AALA licensing. An inspector for these schemes will look for similar evidence to an AALA inspector and, for residential locations, will specifically ask for evidence about a number of areas covered by this checklist including fire safety, security and general health and safety. This checklist will help you to structure and evidence these requirements.

Safe Scouting Premises Audit

In both instances an inspector will usually sample evidence and not complete an in depth audit of your procedures. Therefore holding external accreditation should not be considered as proof that you have met all of your statutory obligations. It is your responsibility to ensure you have taken all reasonable actions to comply with the law. Completing this checklist will help you to assess whether your arrangements are suitable and sufficient.

We only hire the church or school hall. What do we need to complete?

If you rent the use of a meeting place, ensure that your landlord has these checks and controls in place and ask to see a copy. Add to your audit and other risk assessments any considerations for Scouting activity where it may vary from other use and therefore potentially create new hazards.

How often do we do this audit?

Once complete the audit should be reviewed regularly, no less than annually and should form a discussion for the relevant Trustee Board and management committee in order to identify what is going well as well as areas for improvement. As with risk assessments the audit should be redone when there is significant change in the circumstances, such as a change in management, key processes or infrastructure.

What happens once this audit is complete?

This audit must be shared with those responsible for the premises and the volunteers (and staff) operating at it. Any actions identified within the audit or areas for development must be incorporated into an action plan which should be monitored to ensure that appropriate actions are taken. The audit should then be repeated at least annually.

Safe Scouting Premises Audit

Completed by: Andrew Goodwin	Date audit undertaken: 10/02/2025
Premises Name & Location: Prances Scout Campsite, Great Totham Road, Wickham Bishops, Essex. CM8 3NP	Area inspected: Whole site
Responsible to: Ann Dukes Lead Volunteer, Maldon and East Essex District	Responsible Lead Volunteer: Ann Dukes

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
This first part includes checks relevant to nearly all types of premises.					
1. Organisation of safety and management of the premises					
Is there a management committee appointed for the premises?	Management committee in place meeting min of 4 times per annum. 5 members.	None			
How often do they report to the relevant Trustee Board?	Issues passed by email or raised at Exec meetings attended by the trustees.	None			
How are the trustees aware of their responsibilities for the <u>management of the premises</u> ?	As raised in Exec meetings with trustees.	None			
Are the current premises Risk Assessments suitable and sufficient?	Reviewed and present.	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Furtherers Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
How are these shared with team members and users? Are they reviewed regularly (at least annually)?	Uploaded onto the site's web page. Yes and/or as any changes occur.	None None			
Are there suitable and sufficient Safety Method Statements (operating procedures) for the tasks being carried out?	For activities covered by Risk Assessments and activity permit scheme. Other procedures carried out by Warden as required.	None			
Is appropriate signage and other controls in place as identified through risk assessments?	Signage adequate	On going review L		Warden	
What assessment has been made of the site for those with additional needs? What reasonable adjustments have been put in place to assist needs?	Site has accessible facilities. Responsibility of visiting group to ensure they meet the individual needs of their young people.	None			
Is there a notice board or visible signage on the premises for both visitors and staff/volunteers to see? What does it display: <ul style="list-style-type: none"> • <u>Yellow Card</u> (safeguarding procedures)? • <u>Alcohol & Drug</u> guidance? • <u>Gas Safety</u> guidance? • <u>Carbon Monoxide</u> poster? • Fire Evacuation Procedures • Other safety information? (please detail) 	Notice boards around premises showing relevant documents. Also details in online booking details. Some elements also the responsibility of the visiting group to monitor and manage.	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
<ul style="list-style-type: none"> • <u>Good Hygiene</u> • <u>Food Hygiene</u> 					
What guidance on <u>Lone Scouting</u> is given to volunteers or visitors?	No lone activities permitted on site. Only lone worker is the volunteer Warden.	None			
Maintenance and buildings					
2. Fire					
Is a <u>Fire Risk Assessment</u> in place? When was it last reviewed? Who carried it out?	Fire risk assessment in place. Reviewed on going, example completion of new fire doors and door furniture. Carried out by A. Goodwin.	Requires formal documented review H	End March 2025	Warden	
Has it been shared with the Trustees? Is it sufficient?	Document to be formally shared immediately after review March 2025	Distribute and raise at exec meeting M	End March 2025	A. Goodwin	
Are smoke detectors and Carbon monoxide monitors in good working order and a testing regime in place? What is the testing regime for these?	Smoke detectors fixed building system with maintenance contract in place. Carbon Monoxide detectors fitted and tested by Warden.	Document testing in fire log book as per book recommendations M	End March 2025	Warden	
Are the fire extinguishers in good working order and a testing regime in place?	Fire Extinguishers testing is completed by contractor.	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
Are they appropriately fixed and have correct signage?	Correct fire extinguisher signage and fitting.	None			
Is there safe access and egress?	External fire exits exist for safe access and egress in all buildings. Plans displayed of exit routes.	None			
Is safety lighting working? <ul style="list-style-type: none"> • Monthly – 10 min test carried out • 6 monthly – 30 min test carried out • Annually – 3 hour drain down test carried out by a competent person 	Safety lighting to be tested monthly and 6 monthly by warden and external contractor to test annually. To be formally recorded in log book. Contractor to be instructed re annual check.	Ensure checks are conducted and formalised in log book. H	March 2025	Warden	
If there is no automatic safety lighting how is it managed by users?	N/A	None			
Is the safety lighting suitable and sufficient?	Yes	None			
Are fire alarms installed and a testing regime in place?	Yes	Ensure call point tests are conducted and recorded in the log book formally. M	March 2025	Warden	
When was the last Evacuation drill carried out?	Tuesday 24 th September 2024. Heybridge Scout Group present on site.	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
What Personal Emergency Evacuation Plans (PEEPs) need to be in place for those with accessible needs?	Responsibility for PEEPs with visiting groups to ensure their groups needs are met.	None			
Is there a register of Fire Doors? <ul style="list-style-type: none"> • How often are they inspected on this site? • When was the last inspection carried out – and by whom? • How far has the plan of remedial actions been carried out? 	No register of fire doors. Randomly Not recorded Replacement doors fitted as per fire risk assessment.	Add doors to fire log register. Introduce checking as per log book. M	May 2025	Warden	
3. Emergency Procedures					
Are there documented procedures for the management of foreseeable emergencies, this could include but not limited to fire, working at heights, working in confined spaces, loss of services.	Non documented. Review if and when the potential situation arises.	None			
4. Electrical					
<ul style="list-style-type: none"> • Is general lighting working? • Inside? • Outside? • Is it suitable and sufficient? 	All lighting is sufficient, checked and replaced if required	None			
Are electrical boards & cupboards secure?	Yes	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
Have they been tested as appropriate?	Records of last 5-year test being located. If certificate not located or out of date full retest required of all areas.	Locate report of arrange new. Contractor suggested. H	April 2025	Warden	
PAT Testing up to date? Fixed Electrical Testing (5 yearly?) What remedial actions are required from these?	PAT testing is carried out annually.	None			
Date of annual lightning protection check and certification, where installed	No lightning protection fitted to the building. No earthing installation to ground.	None			
5. Gas					
Have all <u>Gas</u> appliances been serviced as required? • List of all – with check dates...	The site does not have mains gas.	None			
Are there interlocks in place between Cooker, extractors and alarm?	No	None			
Are Carbon Monoxide monitors / Alarms fitted ? If there are fireplaces have chimneys been swept?	Yes, as previous	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
When did extraction units / cooker hoods receive annual independent inspection?	No independent review. Not required for one single domestic hood.	None			
Is Bulk Gas stored/used on this site? When was it checked for compliance?	No	None			
Is bottled Gas stored on site? How is it stored safely? (in an exterior gas cage?)	Gas bottle for cooker in kitchen. Cage not yet purchased.	Cage to be ordered and installed M	End April 2025	Warden	
6. Asbestos Management					
Has an Asbestos Survey been carried out for the site? If so – what date?	Not applicable	None			
What is the date of the Asbestos Management Plan (AMP)	Not applicable	None			
Have regular inspections been carried out in accordance with the plan?	Not applicable	None			
7. Water Quality <i>Managing Safe Water</i> will help explain the risks that may be present at the premises					
Is there a Legionella Management Plan? When was the last, two yearly (recommended) Water Quality Risk Assessment done? HSE guidance – ACOP L8	No Legionella plan is in place No Water Quality Risk Assessment has been completed.	Discuss with Exec if contractor to be instructed. M	April 2025	A. Goodwin	

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
How are checks and works being carried out as per the Legionella Management Plan (LMP) and in accordance with HSE technical guidance?	There is an Example LMP on this website page				
This will include: <ul style="list-style-type: none"> • Weekly – flushing of taps, showers & standpipes • Monthly – temperature checks • Quarterly – clean and descale shower heads • Annual - checks all outlets 	Taps flushed as required. Shower heads cleaned or replaced as required. Descaled as required.	None			
8. Access to the premises					
How is access to the premises controlled? <ul style="list-style-type: none"> • Pedestrians • Vehicles 	There is a single gate for entrance to the site with appropriate signage of risks and speed restrictions. Speed ramps at entrance.	None			
How do you know who is on the premises at any point in time?	Monitored by warden when present and by visiting groups as applicable.	None			
Is CCTV used and how is CCTV managed?	Not applicable	None			
What condition are the paths and roads in? What regular checks are made? Are they likely to cause hazard or damage to pedestrians or vehicles? Is there adequate lighting for these?	The conditions adequate for environment.	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
<p>Are there any parts of the site that are derelict or hidden away?</p> <ul style="list-style-type: none"> • Consider physical dangers from these • Unseen spaces for inappropriate behaviour, e.g. drugs, alcohol or safeguarding issues 	Not applicable	None			
9. Chemicals and hazardous substances					
What chemicals or hazardous substances are in the area?	Proprietary cleaning products available to users. Other items stored in site container and locked.	None			
How are they stored in an appropriate manner?	Proprietary cleaning items in kitchen or cleaner cupboard. Others in locked container.	None			
Are Material Data Sheets available? When were they last reviewed?	Proprietary items covered by manufacturers labels. Check required of containers and site to record any hazardous chemicals and hazardous substances.	Provide data sheets for all items. M	May 2025	Warden	
Have COSHH Risk Assessments been produced and made available to staff and users? When were these last reviewed and who by?	Proprietary products have the necessary information on the label. Review after above checks by Warden. Establish of items actually required with plan to have none on site if at all possible.	Review May 2025 M	May 2025	Warden	

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
10. Equipment					
Has regular camping and Group type equipment been checked/serviced for safety issues? e.g. gas or petrol stoves, lamps...	None provided by site. Visitors own equipment.	None			
Who oversees this equipment?	N/A	None			
Is there an inventory of all equipment and tools and who maintains the inventory?	Inventory of site owned and used equipment maintained and used for insurance purposes updated by warden as required.	None			
Has all equipment used been regularly serviced and maintained in accordance with manufacturer's recommendations? Do any pieces of equipment require external inspection?	Yes. No	None			
Do you have pioneering equipment? Is it in safe condition? Are there safe places to use it?	Pioneering poles are available. Visually checked and disposed of as and when required. equipment is available. Yes	Risk assessment required for use and checks to be formalised. M	May 2025	Warden	
11. Incident Reporting					
Incident Reporting – Are accidents / incidents and near misses recorded and reported appropriately – including RIDDOR ?	Accidents are recorded in the Accident Book Should the need arise these are reported using the correct scouting reporting processes	None			
Do volunteers understand when incidents need to be reported and	Yes				

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
where to report?					
This section will be mostly relevant to larger premises, campsites and activity centres – BUT check it out as some items may still apply to yours.					
12. Staff and volunteers					
12.a) Staff and volunteers - general					
Are there paid staff employed or used at the premises?	No	None			
Is there a process in place for the recruitment of staff and volunteers, and is this being followed consistently?	Volunteers join as per standard scouting policies.	None			
Have appropriate vetting and disclosure checks been undertaken on those involved at the premises (whether they are staff or volunteers)?	Scout DBS process is followed	None			
Are all staff and volunteers involved with the premises appointed, with the appropriate role connected to the premises recorded on Compass? How is this managed and maintained to keep it up to date?	Scout appointment process is followed and each volunteer is registered in the scout system as per the correct process	None			
What policies have been put in place for the staff or volunteers? <ul style="list-style-type: none"> • Yellow Card • Code of conduct • Alcohol & Drugs 	When a new volunteer is appointed, the necessary policies are followed.	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
<ul style="list-style-type: none"> • Use of accommodation areas • Reviews with managers (to share any concerns) • Reporting of any issues/concerns (ensuring more than one person is designated) • Dress code – appropriate • Knowing who is on site • Lone working • Health & Safety – including training <p>Are these policies regularly reviewed and readily available to all (at least annually)?</p>	Scouting policies followed as stipulated by Scouting HQ	None			
<p>What training and competency checks are provided for staff and volunteers?</p> <ul style="list-style-type: none"> • Safeguarding • Safety • First Aid • GDPR • Specific activity requirements • Specific maintenance tasks <p>Is the training recorded and competency monitored? How and by who?</p>	<p>Training for the volunteer role is provided and self-managed by each volunteer as per the new scout online Learning Management System (LMS)</p> <p>Permits are required to be held for some activities.</p>	None			
<p>What Induction of safety procedures are in place for staff on taking up a</p>	N/A. No staff	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
new role? Are these suitable and sufficient?					
Are staff/volunteers easily recognisable to visitors and each other?	Yes, introduced.	None			
How are language barriers managed for vital communications?	N/A	None			
12.b) Staff and volunteer accommodation					
What clear boundaries are in place for the staff areas? (considerations for their welfare and safeguarding protection) Is separate accommodation provided for those under 18 attending to support the premises?	No staff. Site volunteer crew room available N/A	None			
How are checks on upkeep, welfare and the appropriate behaviour / activity of staff in staff accommodation monitored and managed?	N/A	None			
13. Guests and visitors					
Is there a process for notification to the premises of changes in numbers within groups?	N/A	None			
What checks are carried out on visitors during their stay to ensure their comfort and safety?	The warden will talk to visitors as and when.	None			
What process is in place for visitors	The warden or nominated person	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
to check out? How do you know they have left the site?	meets visitor groups on leaving unless other arrangements have been made.				
Is there a record and agreement in place with users of the premises?	Yes	None			
How do staff / volunteers observe/report concerns about the following practices by users: <ul style="list-style-type: none"> • Alcohol & drugs behaviour • Young people's welfare and safeguarding • Safe activities & camping • Supervision of young people during 'free time' • Photos – inappropriate taking 	Volunteers follow the procedures as outlined by the scout association	None			
How are non-Scout users of the premises made aware of the procedures regarding reporting of incidents or safeguarding concerns? What safeguarding arrangements do they have?	No Non-Scout users on site when scout users are on site. Example schools have own safeguarding arrangements.	None			
Organisation and management of Safety					
14. Contractor management This may also apply to Groups using contractors for work on their premises. See the guidance on the link					
Contractors – are inductions being carried out sufficiently and recorded? <ul style="list-style-type: none"> • Yellow card 	If contractors are required to come on to the premises to carry out maintenance work this managed	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
<ul style="list-style-type: none"> How are contractor competencies assessed? What documentation is in place for this?	outside the time when young people are on site				
How are contractors being effectively and safely managed whilst on site?	Managed on an “as required” basis should the need arise for a contract to come on site to carry out maintenance work	None			
Are Risk Assessments and Method Statements (RAMS) from Contractors suitable and sufficient?	Managed on an “as required” basis dependant on works required. Major works or risk works would require RAMS.	None			
Are Permit to Work requirements in place and being observed and recorded?	Managed on an “as required” basis.	None			
15. Work at Height					
What areas present a risk of falls from height? (activity, roof, storage...etc.) How is this managed? Below ground and confined spaces?	Climbing tower locked fence and managed by qualified instructors. Same applies to ariel runway. Cave maze	Ladder for ariel runway requires padlocking when not in use. H Ensure all cave maze entrances are locked when not in use. H	April 2025 April 2025	Warden Warden	
Are there any scaffolding structures on site – long or short term? What inspection regime exists to keep them safe?	Climbing tower and archery netting area. Archery checked by permit holders and climbing external checks.	Warden to check climbing tower checks in date and recorded. H	April 2025	Warden	

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
What protection is in place to stop anyone from climbing on them?	Fenced climbing area and locked and others managed by all adults/groups.				
16. Manual Handling					
Have staff and volunteers received appropriate manual handling training for their tasks?	Volunteers haven't received specific manual handling training. Most volunteers are not required to do any manual handling during their volunteering	None			
How have the local risks from handling (particularly in storage areas) been identified and what suitable controls put in place?	Archery bosses changed to light weight..	None			
Is there suitable and sufficient equipment to help with safe handling?	Yes, sack barrow if required.	None			
17. First Aid					
<p>Is there adequate first aid cover?</p> <p>What first aid equipment is there?</p> <p>What process is in place to regularly check it?</p> <p>Is there a Defibrillator (AED) on site?</p> <p>What process is in place to regularly check it?</p>	<p>Groups provide their own first aid cover. Instructors have first aid certificates.</p> <p>A site first aid kit available. Warden reviews the first aid kit as required and replenishes/replaces as required.</p> <p>AED is on site. Registered with Circuit online for availability to local area and this provides on line control system for battery and pads monitoring.</p>	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
18. Catering Especially important if you are catering for visitors. The general guidance on catering is helpful to all groups too.					
What systems are in place for food control ? Are these controls in line with relevant regulations for the activities being undertaken?	No food provided. Managed by user groups.	None			
What training has been received by staff?	N/A	None			
19. Housekeeping & General Site					
Is the area tidy and free of waste? Is there a documented process for the disposal of waste?	Yes Advised to users re waste sorting/management.	None			
If there is a concern over vermin - is an appropriate pest control system in place with appropriate records?	If required contractor appointed to action. Reports would be received.	None			
Is there a significant risk from items, equipment or locations that may cause trips, slips or falls?	No	None			
Are materials stored in a safe and appropriate manner?	Yes	None			
Have Workstation Assessments been carried out for regular computer users? (where required, including display screen equipment)	N/A	None			
What processes are in place for Lone Working or Remote Working?	No lone working with exception of Warden. No training given	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
Are plans available for the site? Do these show underground and overhead services?	Drawings available in files if required by contractors.	None			
20. Plant, Machinery & Equipment					
Is racking and storage safe for use? Is it inspected and recorded?	Yes. No inspection regime. Limited racking, mostly cabinets etc. Racking in locked containers away from users.	None			
Has all equipment used been regularly serviced and maintained in accordance with manufacturer's recommendations? Do any pieces of equipment require external inspection? If so is the relevant inspection process in place and up to date (for example LOLER and PUWER). Chainsaw	Yes, checked by instructors. No N/A	None Remove from site. Risk exceeds any benefit. Use contractor is required. H	March 2025	Warden	
Are all Ladders listed on a Ladder Register? How are Ladder inspections managed?	There is no ladder register Users check ladders when a ladder is required. Very limited use. Ladders on climbing tower covered by tower inspection. Ariel runway ladder checked by instructors.	Ensure all ladders locked in containers or padlocked to prevent unauthorised use. M		Warden	

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
	Ladders not issued to site visitors.				
Do you have a playground area? What checking and maintenance plan is in place? Does the equipment need to be controlled? How is supervision of users managed?	Activity area Checked by warden and users as per risk assessment. Managed by users, not a play area but a controlled activity. As above	None			
21. Vehicles					
Is there documentary proof that site vehicles or minibuses have been properly maintained?	N/A	None			
How up to date is the list of those authorised to operate restricted vehicles?	N/A	None			
What controls are in place to ensure the safe movement of vehicles on the site?	Signage is in place at entrance.	None			
22. Protective equipment					
What Personal Protective Equipment (PPE) is provided for maintenance tasks?	Equipment available to warden for maintenance activities.	None			
Is it in usable condition? Is it stored in an appropriate manner? Is it suitable and sufficient?	Yes Yes Yes	None			

Safe Scouting Premises Audit

Observations	Process / Controls in Place	Further Actions Required Priority – H / M / L ?	Date Required	Responsible Person	Date Completed
Have users been properly trained how to use it?	No, experienced user is the warden. Training on use of PPE not required.	None			
23. Trees and grounds management					
When was the last survey of trees carried out on site?	Contractor report dated 15 th July 2024. Report findings actioned and additional works carried out by contractors.	None			
Are the trees in a managed state so as not to encroach on or cause risk to roads, paths and buildings?	Yes				
Is there a documented procedure for all grounds management including use of machinery, pesticides and herbicides?	No, minor works carried out by warden, major works carried out by contractors if required.	None			
24. And finally...	Are there any other features or practices on site that are not mentioned above that should be included in this audit and subsequent audits?	No			

Key to terms

Priority H / M / L

High, Medium or Low?

RIDDOR	Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
CoSHH	Control of Substances Hazardous to Health
LOLER	Lifting Operations & Lifting Equipment Regulations
PUWER	Provision & Use of Work Equipment Regulations
LMP	Legionella Management Plan
AMP	Asbestos Management Plan
FRA	Fire Risk Assessment

Safe Scouting Premises Audit

PEEP

Personal Emergency Evacuation Plan