

Royal Parks Safe System of Work Record

Related Risk Assessment ref RP0023

The line manager is responsible for ensuring that all RPA staff who undertake this activity have a copy of this Record, that a record of its receipt is made and kept

1. Activity:

Deer Culling Operations at Richmond Park, Surrey.

2. Hazards:

- a. Being Shot.
- b. Manual handling.
- c. Loud noises
- d. Trips and Slips

Safe System of work

3. Maintenance & Record Keeping

The line manager is responsible for ensuring that the following is undertaken and that a record is made and retained:

- a) Firearms used in culling operations must be regularly maintained and records kept.
- b) Ammunition used must be recorded
- c) Vehicles and associated equipment used must be regularly maintained

4. Training

Line managers must ensure that only trained competent staff carry out culling operations using firearms. Firearms users must be familiar with the park.

5. Permit to Work

Not required

6. Pre-operation checks

Before operation:

- a. Park Managers must ensure that the park boundaries have been inspected 1-2 weeks before the cull takes place and any areas where people can get in have been secured.
- b. The Park Manager must ensure that the park is secured before the cull takes place. Park Managers shall only issue keys to those who must have access to the park during this period.
- c. The Park Manager must ensure that notices are erected on all gates warning members of the public of the cull so that they will not attempt to climb the closed gates or enter by unauthorised means.
- d. At least two weeks before the cull, the Park Manager must write to residents, contractors and

concessionaires who live and work in the park to warn them of the need to exercise care and adhere to the main roads within the park.

- e. Concessionaires carrying out functions during cull periods must provide the Park Manager with a list of dates and times of events in advance of the cull. Guests must be told to access and egress site by vehicle only, via a designated road gate. The road gate must be manned for the duration of the function.
- f. Firearms users must report any illnesses likely to affect their performance to their line manager, who must ensure they do not use firearms if they are not fit to do so.
- g. Firearms users must ensure that any firearm with a telescopic sight is correctly zeroed.
- h. The park manager must ensure that the vehicle used in culling operations is fit for its intended purpose and all lights including spot lights are in proper working order.
- i. The Grounds Maintenance contractor shall ensure the park is clear of visitors before the cull begins in so far as is reasonably practicable. The Grounds Maintenance/security contractor may seek assistance from the Met police if persons are found in the park who refuse to leave.
- j. Report any faults or other hazards to your line manager and do not proceed with main operation until faults are repaired or hazards removed.
- k. Communication – Firearms users must be able to keep in touch and summon help by mobile telephone or radio.

7. Personal Protective equipment

The following MUST be worn:

- a. Safety boots with steel toe caps
- b. Electronic ear defenders
- c. Relevant clothing

8. Operation

- a. Vehicles and equipment must only be operated by authorised trained personnel.
- b. There must always be two members of staff on site during culling operations.
- c. Before going out with the intention of using a firearm, users must inform the MPS. A telephone call is sufficient.
- d. The TRP Met OCU will normally provide policing within the Park until such time as the Wildlife Officers call them to inform them that shooting has finished and firearms have been secured for the night.
- e. When transporting firearms ensure that they are always out of sight of the public secured and the bolt removed and secured separately.
- f. Ammunition must be transported in a separate secured box from the firearm.
- g. At no time should the vehicle in which firearms are present be left unattended.
- h. Only shoot from the turret of the vehicle.
- i. Ensure the vehicle is always stationary when shooting, never shoot from a moving vehicle.
- j. A spotlight must be used to get a clear shot of the animal.
- k. Avoid ricochets by taking extra care in frosty conditions, avoid if possible shooting toward lakes and other water bodies. When shooting from the turret of a vehicle ensure the target is static.
- l. Every effort should be made to shoot from high to low ground and towards the centre of the park where possible.
- m. On completion of shot and animal is despatched ensure firearms are secured.
- n. Collect animal carcass and load into vehicle or trailer. Ensure care is taken when carrying out this activity over rough and uneven terrain.
- o. On completion of culling operations for the period the MPS must be contacted and informed that culling operations are completed.

9. Emergency operations

- a. If operations are not completed by 03.30 due to a requirement to be searching for a wounded animal, the Wildlife Officers will inform the gate locking contractor and the grounds maintenance contractor as

appropriate, if there is likely to be a risk to early morning operations or gate opening.

10. Post operation

- a. Report any faults or other hazards to your line manager.

Issued to: [REDACTED]

Signed.....

Issued by:

[REDACTED]

Signed.....

This document was reviewed and issued 30/07/25.next review date 01/07/26

One copy of this Record must be retained by the operator and another must be retained by the line manager and filed.