

JH  
Birmingham Parks Service  
Birmingham City Council  
Victoria Square  
Birmingham  
B1 1BB



29 January 2013

Dear Sir/Madam

**NORTH AMERICAN RUDDY DUCKS AT WITTON LAKES, ERDINGTON**

In September 2005 the Government announced the start of a programme to eradicate the non-native Ruddy Duck from the UK due to the threat it poses to the native (European) White-headed Duck. More details of the background to the work can be found below. Since the start of the eradication programme the UK population has been reduced by over 98% and we are now targeting sites where the few remaining Ruddy Ducks are concentrated. A total of four Ruddy Ducks were present at Witton Lakes today, 29 January, making it one of the ten most important sites in the UK for this species. I am writing therefore to ask for your permission to carry out control of Ruddy Ducks there as part of the Government's eradication programme. We have already carried out control at over 130 sites nationally, mainly by shooting. These have included public parks, reservoirs and nature reserves, and our staff are highly experienced at doing this safely and efficiently.

Any visits would be by prior arrangement with Birmingham City Council as the site owner, and the work would be carried out by experienced Food and Environment Research Agency (Fera) staff. A full risk assessment would be carried out and agreed with you before any work took place, and I can also confirm that Fera has Public Liability Insurance with a limit of £10,000,000 per claim. We also inform the local police before such visits as a matter of courtesy. I am sure that this request will raise a number of concerns and I'd welcome the opportunity to discuss these with you in more detail - I can be contacted on [REDACTED] (office) or [REDACTED] (mobile). My email address is [iain.henderson@fera.gsi.gov.uk](mailto:iain.henderson@fera.gsi.gov.uk)

Yours Sincerely

[REDACTED]  
[REDACTED]


Team Manager, Wildlife Management Programme

## **NORTH AMERICAN RUDDY DUCKS AND THE RISK TO THE WHITE-HEADED DUCK**

Ruddy Ducks are a North American species which were imported into wildfowl collections in the United Kingdom in the 1950s. Some birds escaped from these collections and formed a free-flying population which, by 2001, numbered around 6,000. The population of the Ruddy Duck in its native North America is stable at around half a million birds and is not under any significant threat. However, the UK population increased ten-fold between 1975 and 1990. This led to increasing numbers of Ruddy Ducks migrating from the UK to the continent, and in the early 1990s Ruddy Ducks reached areas of Spain where White-headed Ducks occur.

The White-headed Duck is classified as globally threatened, with a latest estimated world population of no more than 10,000 birds. The West European population is around 2,000 birds, all of which are found in Spain. This has grown from only 22 individuals in the 1970s because of a determined and costly effort by the Spanish Government and conservationists. It is illegal to hunt White-headed Ducks in Spain, and their main breeding and wintering grounds are Natura 2000 sites, protected under European legislation. Ruddy Ducks have been proved to hybridize with the White-headed Duck in Spain and hybridization is now regarded as the greatest threat to the survival of the White-headed Duck as a separate species.

The Government has carried out several years of research which found that shooting is by far the most effective method of controlling Ruddy Ducks, and this has already been carried out at over 130 sites across the UK including public parks, nature reserves and reservoirs. In 2005 the Government announced the start of an eradication programme in order to protect the White-headed Duck. This is being implemented by the Food and Environment Research Agency (Fera), an Executive Agency of Defra. The work is supported by major conservation bodies in the United Kingdom such as the Wildfowl and Wetlands Trust (WWT) and the Royal Society for the Protection of Birds (RSPB). Control of Ruddy Ducks also occurs in other European countries including Spain, France, Iceland and Portugal. However until recently the UK held over 95% of the European population of Ruddy Ducks so control in these other countries would be ineffective without an effective control programme in the UK.



## FERA RISK ASSESSMENT FORM FOR RUDDY DUCK CONTROL AT WITTON LAKES, BIRMINGHAM

*If further information is needed, contact the Health & Safety Team.*

### SECTION 1: GENERAL INFORMATION

<b>Date:</b>	20/02/13	<b>Risk Assessment Number:</b>	
<b>Name of Assessor:</b>			
Iain Henderson		<b>Site(s):</b>	Witton Lakes
<b>Details of task to be assessed (SOP may be attached if appropriate):</b>			
<p>To carry out the control of Ruddy Ducks by shooting at Witton Lakes. Shooting will take place from the bank. The only exception to this will be if there is a need to despatch a wounded bird, in which case a sound-moderated shotgun can be used from an inflatable boat subject to restrictions of angles of fire (see Section 4, Firearms).</p> <p>Two lookouts will be deployed to monitor the presence of any members of the public, and shooting will take place as early as possible in the morning in order to minimise disruption to site users. Only sound-moderated 12 bore shotguns and Firearms Certificate air rifles will be used. This is to minimise the effects of noise on site users and nearby residents. This document should be read in conjunction with the Standard Operating Procedures for the control of Ruddy Ducks, and with reference to the accompanying risk assessment map also dated 20/02/13.</p>			

**SECTION 2 - HAZARD CHECKLIST (please refer to Hazard Matrix in Guidance notes).**

	Hazard Rating	Likelihood	Risk
Animal handling	N/a		
Animal traps	N/a		
Asphyxiants	N/a		
Biological Hazards and Zoonoses	M	P	S
Boat	H	P	S
Chainsaws	N/A		
Climatic conditions	M	P	S
Confined Spaces e.g. sewers, silos, tanks	N/A		
Driving	N/A		
Drowning	H	P	S
Excessive light levels	N/A		
Excessive noise	M	L	S
Explosives	N/A		
Extensive PC use	N/A		
Falling Objects	N/A		
Firearms	H	P	S
Glassware	N/A		
Hand Intensive Tasks e.g. pipetting	N/A		
Portable Electrical Tools	N/A		
Hazardous chemicals	N/A		
High Temperature	N/A		
Hot/cold objects	N/A		
Hot-work (welding, etc)	N/A		
Ladders	N/A		
Lasers	N/A		
Limited light levels	N/A		
Limited vision levels (fog/mist)	H	P	S
Lone Working	N/A		
Low Temperature	N/A		
Manual Handling	N/A		
Mobile Work Platform	N/A		
Personal Safety Issues	M	P	S
Potential Eye Injury	M	P	S
Potential Foot Injury	N/A		
Potential Hand Injury	N/A		
Pressure Vessels	N/A		
Radioisotopes	N/A		
Respiratory Sensitisers	N/A		
Restricted access	N/A		
Scaffolding	N/A		
Sharps e.g. scalpels, mortuary knives	N/A		
Slips, trips & falls	M	P	S
Static Posture	N/A		
Stress	N/A		
Three-phase Electrical Equipment	N/A		
Vibration, either hand or whole body	N/A		
Work at Height	N/A		
Night work	N/A		



**SECTION 3: PEOPLE**

<b>3.1: TYPE OF EMPLOYEE (please tick any/all that are relevant)</b>	<b>Please Tick</b>
<b>Category 1</b> Experienced in all aspects of procedure	Yes
<b>Category 2</b> Inexperienced in procedure / New Starter	
<b>Category 3</b> Young Person (16-18 years)	
<b>Category 4</b> Pregnant/Breastfeeding Worker	
<b>Other (please specify)</b>	

<b>3.2: OTHER PERSONS AFFECTED (please tick any/all that are relevant)</b>	<b>Please Tick</b>
<b>Category 1</b> Team member / FERA Employee	Yes
<b>Category 2</b> Visiting worker/Student	
<b>Category 3</b> Contractor / Visitor	
<b>Category 4</b> Member of Public/Customer/Client	Yes

**SECTION 4: CONTROL MEASURES**

Significant Risks Identified (in Section 2)	Control Measures Required (with reference to Section 3)	Likelihood (before & after control in place)		Risk Adequately Controlled (Y/N)
		Before	After	
Biological Hazards and Zoonoses	All FERA staff operating at Witton Lakes must have had an up to date Tetanus vaccination. They should all be aware of the risk of contracting infectious disease from the handling of corpses and must wear disposable rubber gloves when doing so. Keeping contact with the water to a minimum and covering cuts and abrasions with waterproof dressings will avoid contraction of Leptospirosis. All FERA staff must have read the relevant HSE guidance leaflets supplied by FERA's Health and Safety team	P	U	Y
Boats (see also drowning)	All FERA staff using boats must be qualified to at least RYA Powerboat Level 2. Engines must be switched off before examining propellers or when approaching persons standing in the water. Staff must also be aware of the risk presented by underwater obstructions such as tree trunks, and the risk of collision with these. Boat speeds should therefore be kept to the minimum required for an effective operation.	P	U	Y
Climatic Conditions	FERA staff must know the local weather forecast for each day spent on control operations. The personal protective equipment supplied by FERA must be available at all times and must be worn if conditions require it. Bottled Water must also be available on site. Sun block creams must be used if a risk of sunburn exists.	P	U	Y
Drowning	All staff on board boats must wear a life jacket or buoyancy aid supplied by FERA at all times.	P	U	Y
Excessive Noise	All the FERA officers carrying out the shooting must wear appropriate ear defenders as issued by FERA. Other persons involved must be sufficiently distant from the source of the noise as to be not at risk.	L	U	Y

Firearms (risk of gunshot wounds)

The officers carrying out the control will be FERA employees who are fully trained and competent in the safe use of firearms. Shooting will take place principally from the shore, and in the direction of open water only (see accompanying map). The only exception to this will be if there is a wounded bird which cannot be despatched from the shore, in which case it will be permissible to use a sound-moderated shotgun from an inflatable boat – see below. Only sound-moderated 12-bore shotguns and Firearms Certificate air rifles will be used. Only Ruddy Ducks on the water surface will be shot (not flying birds), so the only risk is one of ricochet. However, the limited range of the weapons and the fact that shooting will take place at a downward angle in the direction of open water will ensure that members of the public in other areas are not at risk. All guns used must have been checked and deemed safe by a qualified gunsmith in the twelve months prior to the control taking place.

Where a wounded bird has to be despatched from a boat, the shooter MUST ensure that there is a minimum of 150m between the gun and the bank in the direction of fire. This will ensure that no pellets leave the water.

Although the sound-moderated shotguns and Firearms Certificate air rifles are quieter than conventional weapons, shooting staff must be aware that there is a risk of startling any members of the public standing nearby. For that reason, no shooting whatsoever can take place within 50m of a member of the public.

All staff involved in the operation will be in communication with each other via VHF radios. Nobody on the bank will change position without advising all other staff in advance (by radio) that they plan to do so, their planned location, and when they have arrived at their new position. One of the FERA Field Officers will be nominated in advance of operations to co-ordinate and control all movements and activities on the site throughout the duration of the visit.

Prior to any shooting the shore will be checked to ensure as far as possible that no one is present on the site. Two lookouts will be required to keep the guns informed of the location and movements of any members of public on the site. Their position will depend on the location of the guns, but are marked approximately on the accompanying map. No shooting can take place if there is any risk whatsoever of injury to a member of the public, or of alarm being caused.

P

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Y

## Lynda Parchment

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**From:** Joe Hayden  
**Sent:** 22 March 2013 10:13  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy Ducks at Witton Lakes  
**Attachments:** pic28182.gif; pic11058.gif; C.htm; Witton Lakes Risk Assessment February 2013.docx; Witton Lakes.pdf; Witton Lakes method statement.docx; SOP Ruddy Duck June 2012.docx; FERA Liability 2012-13.pdf

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:13 -----

Joe Hayden/LeisureServices/BCC

27/02/2013 13:39

To: Geoffrey Coleman/PR/BCC, Guy Evans/LeisureServices/BCC  
  
cc: Darren Share/LeisureServices/BCC@BCCE10K, John Porter/LeisureServices/BCC@BCCE10K, Danny Squire/LeisureServices/BCC@BCCE10K  
  
Subject: Fw: Ruddy Ducks at Witton Lakes

Hi both - for info only

Please see briefings below re a national cull of Ruddy Ducks led by FERA on behalf of DEFRA

FERA are likely to be given permission today - Sharon is to brief the Deputy Leader - with a probable start date on Friday

We are not looking to publicise the actions but need you to be aware.

I'll send you contact details of DEFRA's Press Office who are used to dealing with enquiries that arise.

They will be fully briefed when the actions take place.

Culling will take place very early morning - to minimise any public access on sites

Regards

Joe

Joe Hayden  
Ranger Service Manager

Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 13:34 -----

Joe Hayden/LeisureServices/BCC

25/02/2013 10:08

To Darren Share/LeisureServices/BCC

cc John Porter/LeisureServices/BCC@BCCE10k, Robin  
Bryan/LeisureServices/BCC@BCCE10K, Kiran  
Singhara/LocalServices/BCC@BCCE10K, Tracey  
Scott/LocalServices/BCC@BCCE10K

Subject Fw: Ruddy Ducks at Witton Lakes

Hi Darren

Below are the full details of the request from FERA to cull Ruddy Ducks at Witton. With seven Ruddy Ducks Witton has the second highest population in the country so FERA are keen to dispatch these before they move away to breed - so some urgency - as stated below

Whilst we have to give permission as the landowner - we don't really have much of a choice given its a European programme and this is coming towards the end of the British govts response

I feel we need to comply with their request for permission as soon as possible

I've told [REDACTED] that we would need to provide the information below for our Director, Cabinet Member, Local Councillors and out of courtesy the Chair of the Friends

Can you raise with who you deem appropriate so that we can let Iain (FERA) know our (BCC's) response?

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 25/02/2013 10:00 -----

[REDACTED]  
[REDACTED]  
20/02/2013 15:38

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

cc [REDACTED] (ERG-BIO) [REDACTED]

Subject Ruddy Ducks at Witton Lakes

Dear Joe

Many thanks for the call this morning. As agreed, I attach our risk assessment (including

accompanying map), method statement, Standard Operating Procedures, and details of Public Liability cover. As we discussed, there is an urgency about proceeding with this work as soon as possible. Based on the habitat, I don't believe the seven Ruddy Ducks will remain at Witton Lakes for much longer, and I would expect that they will have moved on by mid-March at the latest. The seven Ruddy Ducks there earlier this week represent over 10% of the remaining UK population, so your assistance in progressing this as quickly as possible would be very much appreciated. We would be able to visit at less than 24 hours notice as this site is now our top priority. As I mentioned, we have carried out similar work at other public parks, including a number in urban areas. In order to reduce the impact on nearby residents and visitors we would plan to use the quietest weapons available i.e. sound-moderated shotguns and air rifles.


I should add that if BCC were happy with the approach, the lookouts could redirect visitors away from areas of risk. This could allow the work to progress more quickly but would also mean that it was higher profile. Please let me know your thoughts on that in due course.

Finally, if you think it would be helpful for me to come down and speak to the Friends group about the work and its background, I'd be happy to do that.

As a courtesy, I will email our contact in Defra Press Office and ask if I can pass you her details - hopefully these will be with you by the end of the week.

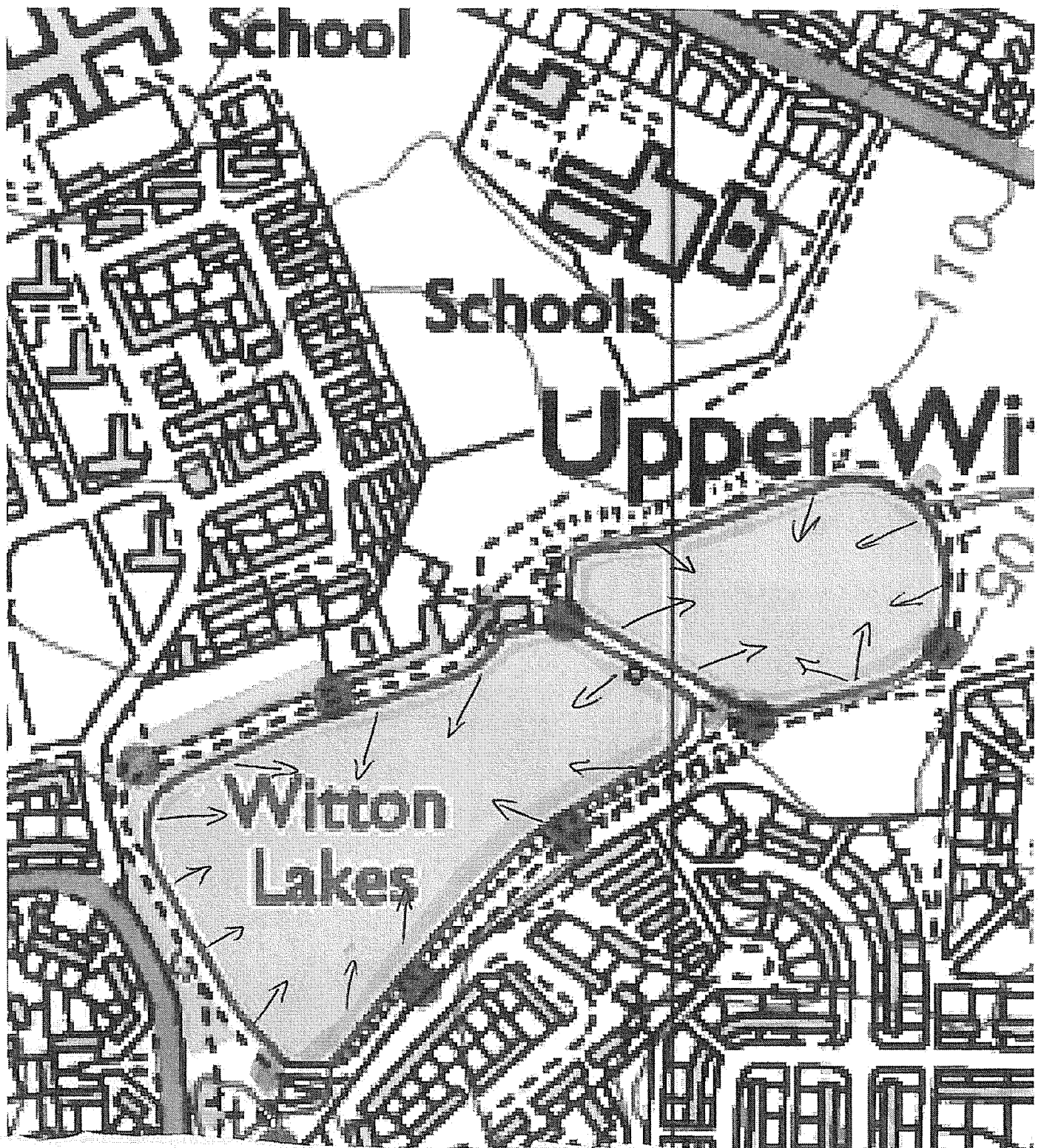
If you have any queries or concerns, please let me know.

Kind regards








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The original of this email was scanned for viruses by the Government Secure Intranet virus scanning service. On leaving the GSi this email was certified virus free. *(See attached file: C.htm)(See attached file: Witton Lakes Risk Assessment February 2013.docx)(See attached file: Witton Lakes.pdf)(See attached file: Witton Lakes method statement.docx)(See attached file: SOP Ruddy Duck June 2012.docx)(See attached file: FERA Liability 2012-13.pdf)*



RISK ASSESSMENT MAP FOR RUDDY DUCK CONTROL, WITTON LAKES, BIRMINGHAM, 20/2/13

(to be read in conjunction with the Risk Assessment also dated 20/2/13)

-  Access point for FERA staff
-  Shooting positions
-  Acceptable angles of fire
-  Location of lookouts (eastern lake)
-  Location of lookouts (western lake)

**Method Statement – Shooting of Ruddy Ducks at Witton Lakes, Birmingham.**  
**To be read in conjunction with the risk assessment dated 20/2/13.**

**1. Background**

Ruddy Ducks are a North American species which were imported into wildfowl collections in the UK. Some birds escaped from these collections in the 1950's and formed a free-flying population which numbered around 6000 by January 2001. The UK population increased tenfold between 1975 and 1990. This led to increasing numbers of Ruddy Ducks migrating to the continent and in the early 1990s Ruddy Ducks reached areas of Spain where White-headed Ducks occur.

The White-headed Duck is classified as globally threatened, with the latest estimated world population of no more than 10,000 birds. The West European population is around 2,500 birds, all of which are found in Spain. Ruddy Ducks have been proven to hybridise with the White-headed Duck in Spain and subsequent observations have proved such hybrids are fertile, thus posing an increasing threat to the survival of the White-headed Duck.

Following several years of research, a national eradication programme began in 2005 which has been implemented by the Food and Environment Research Agency (FERA, an Executive Agency of the Department for Environment, Food and Rural Affairs). The research showed that shooting is the most effective method of reducing the population, and this has been carried out at over 130 sites across the UK in recent years, including public parks, nature reserves, and reservoirs. Eradication is also supported by major conservation bodies in the United Kingdom such as the Wildfowl and Wetlands Trust (WWT) and the Royal Society for the Protection of Birds (RSPB). As part of the Government's continuing programme, FERA staff are targeting the small number of sites across the country which still hold Ruddy Ducks. In February 2013 there were up to seven Ruddy Ducks at Witton Lakes (one male and six females). Given that the UK population has now been reduced to around 60 birds, this is a nationally significant number.

**2. Preliminary work**

A risk assessment will be carried out in advance of any shooting visits. The date and timing of any shooting operations will be subject to arrangement in advance with the site owners, Birmingham City Council (BCC). FERA will contact BCC at least three days (and usually 5-7 days) in advance of any planned visit to confirm that the date is convenient. No visit will take place without the explicit approval in advance of Birmingham City Council. West Midlands Police will also be advised in advance of all shooting visits and an incident number obtained which will allow a quick response from the police should this be needed. Finally, Defra Press Office will be made aware of the dates of all visits so that they can respond quickly to any press interest, in line with previously agreed procedures.



### **3. Visits to Witton Lakes**

FERA staff will arrive on site just before dawn, the timing of which will vary but at the time of writing (20<sup>th</sup> February) is around 6.30am. A maximum of six staff will be involved – four carrying out control and two acting as lookouts to ensure the safety of members of the public. Their principal role will be to inform the shooting staff if any members of the public enter the area of risk, but they will also be able to respond to any queries from members of the public about the nature and background of the work.

All vehicles will enter the site via the car park at Faulkners Farm Drive. All FERA staff on site will be able to contact each other either by means of two-way radios or by mobile phone. Staff must be aware of the surrounding houses and the fact that this is a public area. If there is considered to be any risk whatsoever to members of the public, shooting must not proceed.

Shooting will take place for a maximum of two hours in any one day. Corpses will be picked up and removed from the site.

### **4. Details of Equipment to be used**

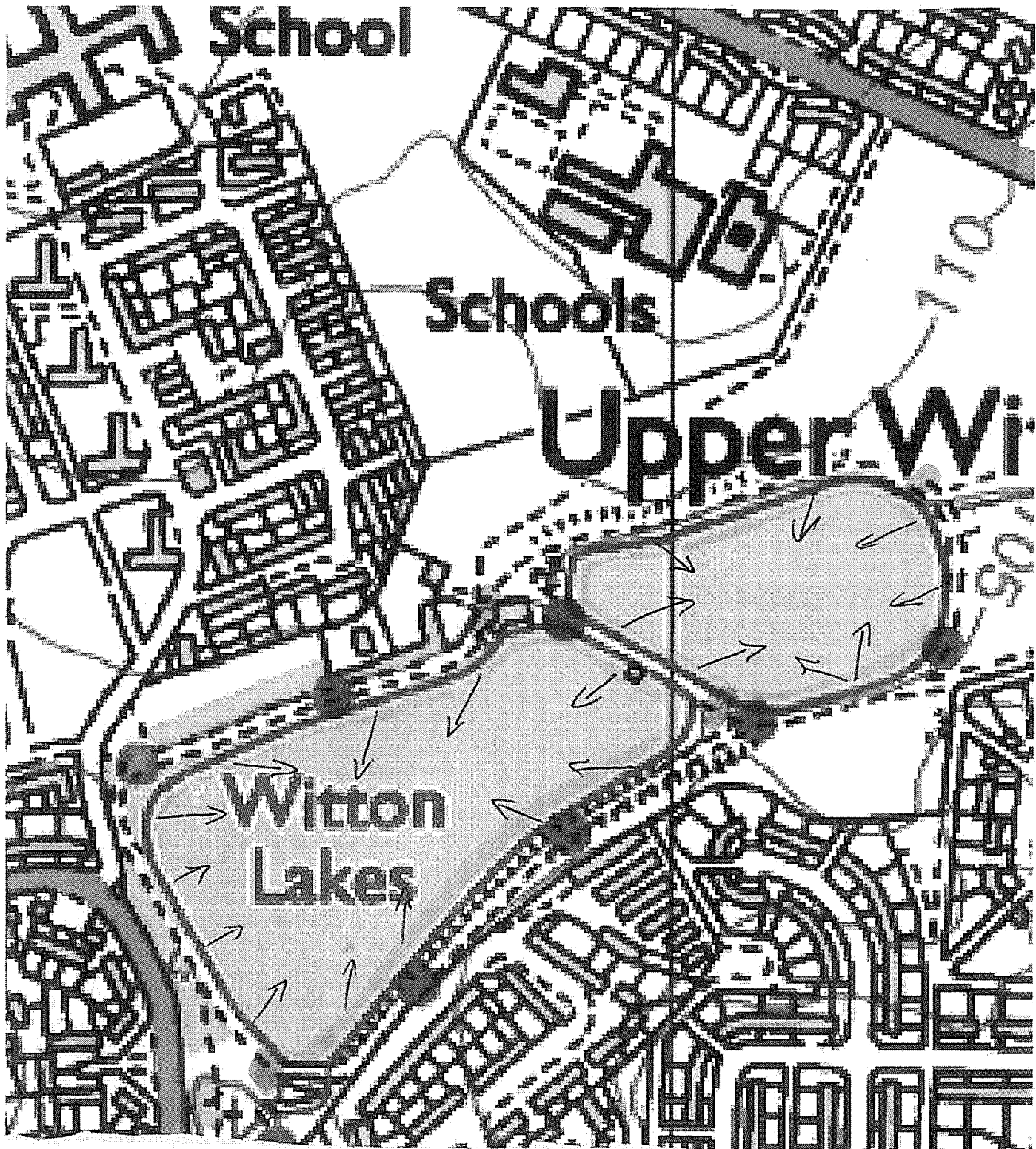
Only sound-moderated 12-bore shotguns or Firearms Certificate air rifles will be used on this site. Non-toxic shot will be used (currently tungsten matrix) and cartridges will contain fibre wads. Every effort will be made to pick up spent cartridge cases.

One boat may be used for the collection of corpses – an inflatable with a 5hp petrol engine.

[REDACTED]  
The Food and Environment Research Agency  
Sand Hutton  
York  
YO41 1LZ






20 February 2013

[REDACTED]  
[REDACTED]  
[REDACTED]



RISK ASSESSMENT MAP FOR RUDDY DUCK CONTROL, WITTON LAKES, BIRMINGHAM, 20/2/13

(to be read in conjunction with the Risk Assessment also dated 20/2/13)

-  Access point for FERA staff
-  Shooting positions
-  Acceptable angles of fire
-  Location of lookouts (eastern lake)
-  Location of lookouts (western lake)

# **THE FOOD AND ENVIRONMENT RESEARCH AGENCY**

## **STANDARD OPERATING PROCEDURES FOR RUDDY DUCK CONTROL**

**30/6/12**

NOTE – THIS DOCUMENT WILL BE SUBJECT TO REVIEW ANNUALLY BY  
THE FIELD PROJECT OFFICER FOR THE RUDDY DUCK CONTROL WORK, IAIN HENDERSON

### **Section 1. SITE ACCESS AND DATA COLLECTION**

1.1 Letters/emails will be sent to landowners by the Field Project Officer in the first instance. Where FERA has no address information, which will allow a letter/email to be sent, Field Officers (FOs) are allowed to approach owners and other interested parties with an open letter and pro-forma consent form (Document 1, attached). However, we must receive written permission **in all cases** before control operations can commence. New consents will be filed by the Field Project Officer (FPO) in a registered file (SSW 4414). Previous consents are held in a number of other registered files:– SSW 1707, SSW 2125, SSW 3062 to 3064, and SSW 3643.

1.2 FERA staff must inform the local police in advance of each control visit by calling the Incident Room before shooting starts. If an incident number is provided it must be noted and available for use in the event of an emergency.

1.3 Landowner contact information will be held by the FPO and email details/phone numbers made available to other staff when required to seek permission to visit a site. Staff must be aware that this is personal information and as such it is covered by the Data Protection Act. It must not be divulged to any third party under any circumstances. Landowners must be contacted (usually be email or phone) in advance of all shooting visits and their agreement to the date and time of the visit must be obtained.

1.4 Counts of Ruddy Ducks and other waterfowl may be conducted from public access routes or following written or verbal permission. For each visit, record time of arrival on site and final departure and all other details on the site visit/control forms (Document 3). ALL boxes must be completed, with the letters NA (not applicable) where appropriate. These must be completed even where no Ruddy Ducks are observed. For control visits include details of number of shots, numbers of birds hit and numbers killed. Complete forms within 24 hours, and return to the Field Project Officer within 14 days.

1.5 Offer owners details of counts/numbers killed for their own site only - maintain information relating to all other sites as confidential. Refer all requests for wider information to the FPO.

1.6 Obtain prior permission from landowners to use or land boats and for vehicle access where required. The use of dogs for the collection of corpses and finding of wounded birds is acceptable, but the permission (verbal only required) of the site owner must be obtained beforehand.

## Section 2. SHOOTING AND FIREARM SECURITY

### 2.1 Use of firearms

2.1.1 The possession, purchase and acquisition of firearms are governed by the Firearms Acts 1968 - 1997 (as amended). However, under Section 54 of the 1968 Act, Crown servants are exempt from the requirements of the firearms legislation to have a firearms certificate issued by the police to possess, purchase or acquire, or use firearms and ammunition in their official capacity. Paragraph 6.4 of the Home Office document "Firearms Law: Guidance to Police 2002" provides further detail.

2.1.2 Only FERA firearms and ammunition can be used. A letter of authorisation listing the makes and serial numbers of the firearms which an individual can use will be issued to that person. These letters are signed by the FERA chief executive or a director, and are only valid if carried with photographic evidence of ID bearing an SP number and the signature of the holder.

2.1.3 All FERA staff who use firearms as part of their work will be required to undergo a medical assessment every 24 months. This will be carried out by FERA's occupational health provider, currently HML, who will confirm in writing to the FPO and the FERA Firearms Officer after each medical that the member of staff in question remains fit for firearms use.

2.1.4 Semi-automatic 12-bore shotguns will be provided to all staff and rimfire (.17in HMR, .22in LR), centre-fire (.223in) and high-powered air rifles (.22in, .25in) will be available for use where needed. All rifles must be sound-moderated. The only exception to this will be air rifles.

2.1.5 Always work at least in pairs when carrying out shooting. The second person in a pair must be either a FERA staff member, or someone with responsibility for the site on which the shooting is taking place, such as the gamekeeper, tenant or owner.

2.1.6 Shotguns must only use lead-alternative cartridges with biodegradable wads. Only named FERA personnel covered by scientific licence are to shoot Ruddy Duck.

2.1.7 Ensure firearms are sound and in a safe condition before use. All firearms must be checked annually by a gunsmith and certified to be in good condition.

2.1.8 Ensure that the appropriate scientific licence, firearms authorisation letter and FERA photographic ID are close to hand when carrying out control or carrying firearms.

2.1.9 Before any shooting takes place, visit the site and identify access routes for FERA staff and any public access routes. A **site-specific** risk assessment **must** be produced which will include details of safe shooting positions, shooting angles, appropriate firearms for safety, numbers and locations of footpath wardens etc. As a minimum this should consist of a simple map with notes, signed and dated by the assessor. Where the risk assessment is drawn up by a Field Officer, he/she must maintain these records for future reference, and a copy must be provided to the FPO within seven days. Electronic copies of current risk assessments can be found at P:\N1JW - Ruddy Duck LIFE\Data\Risk Assessments and Operational Plans.

2.1.11 Site owners must always be contacted in advance of any shooting visits, and the dates and times of any shooting must be agreed. It will be the responsibility of the FPO to ensure that this has been done, but the actual contact may be made by any member of the Ruddy Duck eradication team.

2.1.12 One person present on site will take overall responsibility for control operations and for ensuring that the local police have been advised. In order of seniority this person will be either:-

The FPO (Iain Henderson at time of writing).

Or, if not present,

The Regional Foreman responsible for the site (currently Ray Ridley for sites in North Wales, Cheshire, Derbyshire, Nottinghamshire and Lincolnshire and all sites north of these counties, or Will Clancy for all sites south of these counties).

If the Regional Foreman for the area is not present the responsibility will pass to the other Regional Foreman. If neither Regional Foreman is present the responsibility will pass to an individual named in advance by the FPO or the appropriate Regional Foreman.

2.1.13 No shooting can take place within 50ft/15m of the centre of a public road, public footpath or bridleway without the prior approval of the FPO. In addition, to ensure that no offence is committed, staff must at all times ensure that no users of these rights of way (including pedestrians) are endangered or alarmed by any shooting close to the road.

2.1.14 If any site owner or their representative is unhappy with the safety of operations, they should contact either FERA staff on site, the member of staff who drew up the risk assessment (named at the top of the document), or the FPO (Iain Henderson, tel. 01904 462146).

2.1.15 Only shoot if sure of safety, if in doubt do not shoot. In the event of anyone being injured as a result of operations, FERA staff MUST take responsibility for either First Aid or, in the event of more serious injury, calling the emergency services. FERA staff should be aware of access routes that could be used by the emergency services and should seek information from site owners if in doubt. All shooting must stop IMMEDIATELY in the event of someone being injured.

2.1.16 Shooting must only take place between dawn and dusk. Ensure a high degree of vigilance over identifying the target and only shoot if safe to do so without causing injury or death to any non-target species. This is particularly relevant when working in poor light conditions.

2.1.17 Only Ruddy Ducks are to be shot (no other species, not even at landowner's request). Only shoot if the risks to other species are low and make other staff are made aware if an uncommon species which could be mistaken for a Ruddy Duck is present. If, despite this, other species are shot, FERA (FPO or Head of Programme) should be informed at once and in writing, and the incident documented.

2.1.18 Where safe to do so retrieve all spent cartridge cases and corpses, unless told otherwise by the site owner.

2.1.19 If a bird is wounded make all reasonable attempts to despatch the bird. Dealing with wounded birds should be a priority over other activities. All Field Officers will be issued with humane despatchers for use with trapped or injured birds. However, birds must be despatched on the water by shooting wherever possible, as this will avoid the additional stress likely to

arise from handling. Wherever possible the humane despatchers should be used out of sight of any possible observers. Where a female with a brood less than 14-days old is present, the brood must be despatched first for reasons of humaneness. In the event of the female being killed whilst targeting the brood, every effort should then be made to despatch all the ducklings for the same reason.

## **2.2 Firearms safety**

2.2.1 It is impossible to cover all issues (such as safety angles) surrounding the safe use of firearms in a document such as this. However, staff must at all times take all reasonable precautions to avoid any risk to members of the public and other members of staff. This includes leaving adequate safety angles and distances around the boats, other staff, and any areas which could be accessed by members of the public.

**2.2.2 Before leaving a site, each team member must present his firearm(s) to a colleague who must visually check that each weapon is unloaded and that the magazine is empty or removed.** When a rifle is not in use, the bolt must be removed, even if the rifle is being carried in a slip or case. A breech flag must be inserted into the chamber of an unloaded shotgun to indicate to all that it is safe.

2.2.3 Before cleaning a rifle or shotgun, check that it is unloaded. Firearms must always be cleaned and dried at the end of each day of use, and then stored in a secure dry location.

2.2.4 If a rifle or shotgun becomes blocked do not attempt to clear the blockage unless you are familiar with and competent to carry out the correct procedure. Blockages in rifles may be caused by (1) hang fire (when firing pin has struck but the bullet has not left the cartridge) (2) bullet leaves cartridge case but not barrel, (3) debris blocks barrel, or (4) difficulty in opening bolt due to damaged or oversized round or rough chamber. If a live round cannot be removed, leave the gun pointing in a safe direction, i.e. should it go off, it will fire into a suitable stop such as an earth bank. Seek assistance from an armourer (without leaving the gun unattended) and make sure other people stay clear. If there is a hang fire, the shooter must remain in the firing position with the bolt closed for at least 30 seconds before tilting the rifle to the side and opening the bolt, ensuring that his/her hand is not behind the bolt and that no one is standing behind the rifle. The shooter must ensure that the cartridge comes out complete with the bullet.

See also the attached Health and Safety Bulletin dated 24 September 1999 regarding stoppages in the barrel of semi-automatic shotguns.

2.2.5 Ensure that reasonable precautions are taken with a view to reducing the risk of ricochets. These should include shooting from a raised position and/or the use of a back-stop and should be documented in the site-specific risk assessment.

2.2.6 Ensure that the weapons and ammunition to be used are selected to minimise the chances of ricochet or over-penetration, balanced against the probability of wounding as opposed to killing the target.

2.2.7 If there is evidence that a bullet has failed to fully fragment on impact with the water or may have ricocheted, a dangerous occurrence report form should be completed. This must include details of angle of fire, height above the water, distance to target and surface water conditions. Management (Firearms Officer or FPO) must be informed of any faults in weapons, accidents, near-misses or cases of ill health which could be work-related as soon as possible, and certainly in writing within 72 hours of any incident.

2.2.7 All staff **must** ensure that they are wearing the correct hearing protection when using rifles or shotguns. Correct hearing protection should also be worn by anybody in close proximity to a gun being fired. Each vehicle should carry a spare pair of ear defenders for use by office staff/non-FERA staff if required. Wherever possible, safety glasses should also be worn when control operations involving shotguns are underway. The principal exception to this will be where their use is likely to reduce the wearer's view, such as in wet or misty conditions, leading to increased rather than reduced risk.

2.2.8 When a team is supplied with two or more identical types of rifle, the rifles and bolts should be colour coded to ensure that the correct bolt is fitted to each rifle. When using rifles, never close the bolt on a live cartridge unless the firearm is pointing towards the ground.

2.2.9 Ensure that safety devices on guns are used appropriately at all times to reduce risk of accidental discharge of weapon if operator stumbles/falls etc.

### **2.3 Firearms security (including ammunition)**

2.3.1 When not in use keep unloaded firearms and ammunition locked in the steel cabinets provided in each vehicle and house. Firearms and ammunition must ALWAYS be stored securely and separately. In the case of storage in vehicles, all ammunition and firearms MUST be stored in separate locked steel cabinets in the same vehicle or, if not available, they must be stored separately in locked steel cabinets in different vehicles. This applies both overnight and at any other time that the vehicle is left unattended. All vehicles must be alarmed, to provide additional security for firearms and ammunition stored in the cab. If a firearm is stored in a vehicle for long periods (e.g. overnight), ensure it is disabled by removing a vital part, such as the bolt of a rifle, or if not practicable (i.e. semi-automatic shotguns) using a trigger lock. In the case of storage at home, notify local police of the firearms and storage conditions and abide by their recommendations.

2.3.2 Staff must be able to account for all ammunition taken on to a site. Each individual is responsible for knowing the numbers of bullets and cartridges taken on to the site e.g. by use of an ammunition belt, and for ensuring that no live cartridges or bullets are lost on site. At the end of the visit, the numbers of remaining cartridges/bullets must be checked against the number of shots fired. On leaving a position, also check the area to ensure that no live cartridges or bullets have been dropped.

2.3.3 After use, return firearms to covers/slips provided as soon as possible. Avoid openly carrying uncovered firearms wherever possible. If firearms are not to be used for a significant period, they should be returned to FERA for secure storage.

### **Legislation**

Firearms Act 1968 to 1997

### **Guidance leaflets**

HSE leaflet *Guns*

### Section 3. OPERATIONS INVOLVING USE OF A BOAT

3.1 Boats can be used to drive Ruddy Ducks into safer or more effective locations for shooting. Shooting from boats is permitted but requires particular care to ensure the safety of all concerned. Unless specifically prohibited in the site-specific risk assessment, boats will be allowed into all areas. Again, unless specifically prohibited in the site-specific risk assessment, there is no speed limit, but staff should not use boats at a speed greater than required for an efficient operation. The use of shotguns is permitted from boats, but the use of rifles is **strictly** prohibited. Where a combination of boat and shooting from the bank is used, at least one person on each boat must wear a high-visibility jacket at all times. Whilst control operations are underway, all persons on board the boat should wear appropriate safety glasses wherever possible to minimise the risk of accidental damage to the eyes from any stray pellets. The principal exception to this will be where wearing them reduces the view of the wearer, such as in wet or misty conditions.

3.2 Marksmen should always be aware of the position of the boat and each other, regardless of distance, and any change of position must be advised to all staff present. When the boat comes within 100m of any marksmen on the bank, the boatmen should advise the men on the bank that this is the case. The onus of responsibility of being aware of the boat's precise location then lies with the men on the bank. Equally, the boatmen should advise when the boat has moved away again.

3.3 Guns must not be mounted with a view to taking a shot until the precise position of boats has been determined. Guns must not be swung through the line of the boat nor through the location of any staff on the bank. Where a bird is considered likely to fly across the line of the boat, it should be shot, where appropriate, after it has passed the boat.

3.5 Because of the additional risks associated with two loaded weapons on one boat and two people shooting from the same boat, only ONE person is permitted to shoot from each boat, and only ONE loaded weapon should be present on a boat at any one time.

3.5 Staff must always be aware of the risk of transferring non-native aquatic plants from one site to another. Boats, and particularly propellers, as well as personal protective equipment (PPE) must always be checked for plant material before leaving a site. If additional measures are required because of a particular risk, boats, PPE and propellers should be hosed down at the end of the working day.



## **Section 4. PERSONAL SECURITY AND HEALTH & SAFETY**

### **4.1 General Health and Safety Risks**

4.1.1 There are a number of general health and safety risks to staff carrying out field work. These include the following:-

Cuts/abrasions/lacerations to hands, arms, legs and feet.

Accidents/injuries when working in remote areas.

Accidents/injuries when work area contains hidden holes and hidden debris such as fallen trees/branches with attendant risks of tripping/falling over.

Accidents when work takes place during hours of darkness or in periods of poor light at dawn or dusk.

Drowning

Road traffic accidents

Insect bites

Additional guidance on managing these risks can be found in the FERA Fieldworker Guidance Notes available on the intranet, notably No. 1 (Managing Field Work Health and Safety), No. 2 (Environment and Terrain), No. 3 (Climatic Conditions), No. 5 (Working in or near Water), and No. 6 (Lone Working).

### **4.2 Disease risks**

4.2.1 Staff must have an up-to-date tetanus vaccination. They should be aware of the risk of contracting infectious disease from handling corpses, and must ensure that gloves are worn and hands thoroughly cleaned before handling food or drinks. The risk of contracting leptospirosis will be avoided by keeping contact with the water to a minimum. To reduce the risk of contracting cryptosporidiosis and from algal blooms, avoid swallowing water. All staff should be aware of the dangers of ticks and are encouraged to tuck trousers into socks. If ticks are found, they should be removed and a check kept by the individual for symptoms of Lyme's Disease. If symptoms appear medical help must be sought (see attached guidance).

4.2.2 Any cuts or abrasions must be washed in clean water as soon as possible. FERA staff must have read the relevant HSE guidance leaflets already supplied by the FERA Health and Safety Team and the Standard Operating Procedures for Ruddy Duck control work. If any symptoms manifest, medical advice must be sought immediately.

### **4.3 Climatic risks**

4.3.1 FERA staff must know the local forecast for each day spent on control operations. The personal protective equipment supplied by FERA must be available and must be worn if conditions require it. A source of safe drinking water (such as bottled water) must be available on site. Sunblock must be used if there is a risk of sunburn. If clothing becomes wet, particularly in winter weather, the staff member must change into replacement dry clothes as soon as practicable to reduce the risk of hypothermia. For that reason, a spare set of warm dry clothes must be carried in the vehicle when staff are involved in boat work.

#### **4.4 Risk of lone working**

4.4.1 Counts and checking of traps can be done alone but contact must be made with another member of staff first, advising where counts/trapping are to be carried out, expected time of departure and expected time of return. On return the same member of staff must be informed that the field work has been completed. If any concerns arise about the safety of a member of staff carrying out counts or trapping alone, contact the FPO (in first instance), or Head of Programme for advice. Carry a fully charged mobile phone at all times in the field.

#### **4.5 Other risks**

4.5.1 Ensure regular breaks are taken and work stops if fatigued or unwell.

4.5.2 If practical, obtain assistance to move heavy or awkward loads, particularly in uncertain ground conditions.

4.5.3 Each member of staff must read the attached COSHH assessment carefully, make two photocopies of it, add their name to Section 16 (Staff Involved), sign it, and pass a signed copy to the FPO, and retain a copy.

4.5.4 Always wear the issued buoyancy aid when entering the water or at risk of doing so. Ensure that a solid bottom is present at safe depth before disembarking from boat/canoe into water.

#### **4.6 On-road/Off-road driving**

4.6.1 Do not attempt to drive vehicle in unsafe conditions or terrain. Ensure that the monthly non-technical checks of vehicles are carried out and all faults reported. Do not attempt to drive a vehicle if you believe it has a fault which makes it dangerous to do so.

#### **4.7 Public/protesters**

4.7.1 Keep home address and phone number confidential.

4.7.2 If there is a reasonable possibility of directly encountering protesters, or confrontation during an operation, abandon operations at that site for the day and consult the FPO. When dealing with reasonable enquiries from the public, give polite but brief replies as to your activities and the background to them, and refer to the FPO if they require more detailed information.

4.7.3 In the event of direct, threatening or violent confrontation, immediately disable any firearms and leave the site without entering into discussion or argument. In an emergency, contact prearranged police numbers or dial 999. Following any confrontation, ensure contact is made with FERA York. Attempt to contact the first named person on the following list. If unavailable, contact the second and so on until a contact is made.

A. Field Project Officer   B. Head of Programme   C. Director

#### 4.4 Relevant Training Courses

BASC Firearms safety courses

Four-wheel drive course

First Aid

Boat-handling (Level 2, RYA Powerboat Course)

Defensive Driving

Informal waterfowl identification training

Note: all training should be recorded on a FERA Training Records sheet

#### 4.5 Guidance leaflets

HSE *Leptospirosis. Are you at risk?*

HSE *Working Alone in Safety*

OHS Medical Contact Card

HSE *Violence at Work. A guide for employers.*

HSE *Respiratory Sensitisers.*

Iain Henderson,

Field Project Officer,

The Food & Environment Research Agency,

Sand Hutton,

York YO41 1LZ.

30 June 2012

#### Attached:

- |            |   |
|------------|---|
| Document 1 | Consent form  |
| Document 2 | Contact form to be completed after every meeting or conversation relating to site access, police liaison. |
| Document 3 | Site visit sheet.   |

COSHH Risk Assessment for Retrieval of Shot Ruddy Duck

Leaflet 1 HSE *Working Alone in Safety*

Leaflet 2 HSE *Leptospirosis. Are you at risk?*

Leaflet 3 OHS Medical Contact Card

Leaflet 4 HSE *Violence At Work. a guide for employers*

Leaflet 5 HSE *Respiratory Sensitisers*

Leaflet 6 HSE *Guns*

**Lynda Parchment**

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:06  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Birmingham City Council and Ruddy Ducks - Re: Fw: New FOI 8362 Carroll  
**Attachments:** pic19435.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:06 -----

[REDACTED]  
[REDACTED]

21/02/2013 09:47

To: "[Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk)" <[Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk)>

cc

Subject: FW: Birmingham City Council and Ruddy Ducks

Joe

Amanda Malyon is the press officer dealing with Ruddy Duck issues - contact details below.

Regards

Iain

From: [REDACTED] (SEG-PRO) [REDACTED]  
Sent: 20 February 2013 16:31  
To: [REDACTED]  
Subject: RE: Birmingham City Council and Ruddy Ducks

Yes of course

[REDACTED] | Senior Press Officer | Environmental Protection Desk  
Department for Environment, Food and Rural Affairs  
Direct line: [REDACTED] | Mobile: [REDACTED] Out of hours: [REDACTED]  
Nobel House | 17 Smith Square | London SW1P 3JR

From: [REDACTED] [[mailto:\[REDACTED\]](mailto:[REDACTED])]  
Sent: 20 February 2013 15:40

To: [REDACTED] (SEG-PRO)  
Cc: [REDACTED] (ERG-BIO)  
Subject: Birmingham City Council and Ruddy Ducks

Hi [REDACTED]

We are currently negotiating access to a key site in Birmingham with the City Council, who own the water. As PR is one of their main concerns, can I send them your contact details so they can discuss the matter with you directly?

Many thanks

[REDACTED]

Department for Environment, Food and Rural Affairs (Defra)

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:07  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy Ducks at Witton Lakes  
**Attachments:** pic09252.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:06 -----

[REDACTED]  
[REDACTED]  
25/02/2013 13:23

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc [REDACTED]  
Subject RE: Ruddy Ducks at Witton Lakes

Hi Joe

I have to leave the office at about 3pm today, but if there's any news please give me a call on my mobile - [REDACTED]

Many thanks

[REDACTED]

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 20 February 2013 13:06  
To: [REDACTED]  
Cc: [REDACTED] (ERG-BIO); darren.share@birmingham.gov.uk;  
john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk  
Subject: Fw: Ruddy Ducks at Witton Lakes

Hi [REDACTED]

Just following up on our conversation

My phone number is below (and mobile is [REDACTED])

If you can let me have a Method Statement along the lines you described, and a brief explanation as to the importance of carrying out the required controls now (within two weeks) I'll use that to form the basis of a Briefing Note for our Director, Cabinet Member, local councillors and Friends of Witton - and push that through the system on Monday

Contact details for DEFRA Press office and any stock information they use will also help inform our Press Office

Kind regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 20/02/2013 13:00 -----

Darren  
Share/LeisureServices/BCC To

20/02/2013 11:06 <[REDACTED]>

cc

"[REDACTED] (ERG-BIO)"

<[REDACTED]>

Joe

Hayden/LeisureServices/BCC@BCCE10K

Subject

Re: Ruddy Ducks at Witton Lakes  
(Document link: Joe Hayden)

Iain,

Thank you for your email your letter has been passed on to Joe Hayden, Ranger Services Manager, he will contact you today to progress this

Thanks  
Darren

Darren Share  
Head of Parks  
Tel: 0121 303 4477

[REDACTED]  
era.gsi.gov.uk> To  
"darren.share@birmingham.gov.uk"  
20/02/2013 11:01 <darren.share@birmingham.gov.uk>  
cc  
"[REDACTED] (ERG-BIO)"  
[REDACTED]  
Subject  
Ruddy Ducks at Witton Lakes

Dear Mr. Share

Please see the attached letter regarding the presence of the invasive non-native Ruddy Duck at Witton Lakes. The letter was sent on 29 January but as yet I've had no response, perhaps because it was not addressed to any individual. I'd be very grateful if you could respond quickly as this matter is now of some urgency.

Kind regards

[REDACTED]  
Wildlife Management Team  
The Food and Environment Research Agency Sand Hutton York. YO41 1LZ  
[REDACTED]  
[REDACTED]

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\*\*\*\*\*

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:08  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Re: Fw: New FOI 8362 Carroll  
**Attachments:** pic06365.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:07 -----

[REDACTED]

27/02/2013 09:41

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

cc

Subject Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

The information contained in this message may include privileged, proprietary or confidential information. Please treat it with the same respect that you would expect for your own information. If you have received it in error, we apologise and ask that you contact the sender immediately and erase it from your computer. Thank you for your co-operation.

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:06  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy Ducks at Witton Lakes - Re: Fw: New FOI 8362 Carroll  
**Attachments:** pic12723.gif; FERA - Ruddy Duck Letter.pdf; C.htm; Witton Lakes Risk Assessment February 2013.docx; Witton Lakes.pdf; Witton Lakes method statement.docx; SOP Ruddy Duck June 2012.docx; FERA Liability 2012-13.pdf

Hi both - one of several emails as part of the FOI request

Please see first correspondence from them (letter) - then email below

Regards

Joe

*(See attached file: FERA - Ruddy Duck Letter.pdf)*

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:02 -----

[REDACTED]  
[REDACTED]  
20/02/2013 15:38

To: "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc: [REDACTED] (ERG-BIO)" [REDACTED]  
Subject: Ruddy Ducks at Witton Lakes

Dear Joe

Many thanks for the call this morning. As agreed, I attach our risk assessment (including accompanying map), method statement, Standard Operating Procedures, and details of Public Liability cover. As we discussed, there is an urgency about proceeding with this work as soon as possible. Based on the habitat, I don't believe the seven Ruddy Ducks will remain at Witton Lakes for much longer, and I would expect that they will have moved on by mid-March at the latest. The seven Ruddy Ducks there earlier this week represent over 10% of the remaining UK population, so your assistance in progressing this as quickly as possible would be very much appreciated. We would be able to visit at less than 24 hours notice as this site is now our top priority. As I mentioned, we have carried out similar work at other public parks, including a number in urban areas. In order to reduce the impact on nearby residents and visitors we would plan to use the quietest weapons available i.e. sound-moderated shotguns and air rifles.

I should add that if BCC were happy with the approach, the lookouts could redirect visitors away from areas of risk. This could allow the work to progress more quickly but would also mean that it was higher profile. Please let me know your thoughts on that in

## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:08  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks  
**Attachments:** pic29426.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:07 -----

[REDACTED]  
[REDACTED]

27/02/2013 11:10

To: "[Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk)" <[Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk)>

cc

Subject: RE: Witton Lakes - Ruddy Ducks

Joe

Many thanks. I think tomorrow is too quick for us now, but we could do Friday.

Iain

-----Original Message-----

From: [Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk) [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 11:07  
To: Iain Henderson  
Cc: [darren.share@birmingham.gov.uk](mailto:darren.share@birmingham.gov.uk); [Kiran.Singhara@birmingham.gov.uk](mailto:Kiran.Singhara@birmingham.gov.uk);  
[Tracey.Scott@birmingham.gov.uk](mailto:Tracey.Scott@birmingham.gov.uk)  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi Iain

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:09  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks  
**Attachments:** pic31397.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:08 -----

[REDACTED]  
27/02/2013 11:30

To: "[Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk)" <[Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk)>  
cc:  
Subject: RE: Witton Lakes - Ruddy Ducks

Hi again

Everything should run more smoothly if we have vehicular access around the edge of the lake (on the existing track) - will someone from BCC be in attendance to open gates for us?

Regards

[REDACTED]

-----Original Message-----

From: [Joe.Hayden@birmingham.gov.uk](mailto:Joe.Hayden@birmingham.gov.uk) [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 11:07  
To: [REDACTED]  
Cc: [darren.share@birmingham.gov.uk](mailto:darren.share@birmingham.gov.uk); [Kiran.Singhara@birmingham.gov.uk](mailto:Kiran.Singhara@birmingham.gov.uk); [Tracey.Scott@birmingham.gov.uk](mailto:Tracey.Scott@birmingham.gov.uk)  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi Iain

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if

required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:09  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic11408.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:08 -----

[REDACTED]  
27/02/2013 13:02

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject RE: Witton Lakes - Ruddy Ducks - access

Hi Joe

Thanks - we can do that tomorrow between the stated hours. Will they be expecting us?

[REDACTED]  
-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 13:01  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk;  
darren.share@birmingham.gov.uk  
Subject: Fw: Witton Lakes - Ruddy Ducks - access

Hi Iain

Its unlikely we will have staff available to sort the gated access

If you can call at Sutton Park Visitor Centre (by Town Gate, end of Park Road Sutton Coldfield Tel 0121 354 4074) - the team there manage Witton under their area structure - they will be able to supply a key to the padlocks

The Centre is open between 9.30am and 4.30pm at this time of year

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:27 -----

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 11:30 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks

Hi again

Everything should run more smoothly if we have vehicular access around the edge of the lake (on the existing track) - will someone from BCC be in attendance to open gates for us?

Regards

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 11:07  
To: Iain Henderson  
Cc: darren.share@birmingham.gov.uk; Kiran.Singhara@birmingham.gov.uk;  
Tracey.Scott@birmingham.gov.uk  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi Iain

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:09  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic18598.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:09 -----

[REDACTED]

27/02/2013 13:05

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

cc

Subject RE: Witton Lakes - Ruddy Ducks - access

Thanks. I assume we will drop it off there when we're finished?

Iain

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 13:05  
To: Iain Henderson  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk; Janet.Freer-Jones@birmingham.gov.uk; Paul.Cope@birmingham.gov.uk; Matthew.Barker@birmingham.gov.uk  
Subject: RE: Witton Lakes - Ruddy Ducks - access

Hi Iain - yes - John will have let the staff above know you will collect a key

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 13:02 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks -  
access

Hi Joe

Thanks - we can do that tomorrow between the stated hours. Will they be expecting us?

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 13:01  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk;  
darren.share@birmingham.gov.uk  
Subject: Fw: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED]

Its unlikely we will have staff available to sort the gated access

If you can call at Sutton Park Vistor Centre (by Town Gate, end of Park Road Sutton Coldfield Tel 0121 354 4074) - the team there manage Witton under their area structure - they will be able to supply a key to the padlocks

The Centre is open between 9.30am and 4.30pm at this time of year

I hope this is do-able?

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate

Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:57 -----

Joe  
Hayden/LeisureSer  
vices/BCC To  
John Porter/LeisureServices/BCC,  
27/02/2013 12:33 Danny Squire/LeisureServices/BCC  
cc  
Darren  
Share/LeisureServices/BCC@BCCE10K,  
Iain Henderson  
<Iain.Henderson@fera.gsi.gov.uk>  
Subject  
Fw: Witton Lakes - Ruddy Ducks

Hi John

Sharon should be briefing the Deputy Leader today over Ruddy Ducks at Witton - allowing a start immediately

[REDACTED] from FERA is leading and has asked for details of access arrangements through the barriers onto the internal paths

Can you liaise with [REDACTED] over keys (or whether Glendale can meet them) - not sure of start time as yet - but just before dawn most likely

Friday is the proposed start date

I'm not sure what keys/locks you have in place (but have no spares anymore anyway)

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:27 -----



[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 11:30 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks

Hi again

Everything should run more smoothly if we have vehicular access around the edge of the lake (on the existing track) - will someone from BCC be in attendance to open gates for us?

Regards

Iain

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 11:07  
To: Iain Henderson  
Cc: darren.share@birmingham.gov.uk; Kiran.Singhara@birmingham.gov.uk;  
Tracey.Scott@birmingham.gov.uk  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi Iain

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:09  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic16595.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:09 -----

[REDACTED]  
28/02/2013 09:37

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject RE: Witton Lakes - Ruddy Ducks - access

Hi Joe

Can I confirm that we are ok to make our first visit tomorrow?

Thanks

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 13:05  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk; Janet.Freer-Jones@birmingham.gov.uk; Paul.Cope@birmingham.gov.uk; Matthew.Barker@birmingham.gov.uk  
Subject: RE: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED] yes - John will have let the staff above know you will collect a key

Regards

Joe

Joe Hayden  
Ranger Service Manager

Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 13:02 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks -  
access

Hi Joe

Thanks - we can do that tomorrow between the stated hours. Will they be expecting us?

[REDACTED]  
-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 13:01  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk;  
darren.share@birmingham.gov.uk  
Subject: Fw: Witton Lakes - Ruddy Ducks - access

Hi Iain

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The Centre is open between 9.30am and 4.30pm at this time of year

I hope this is do-able?

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:57 -----

Joe  
Hayden/LeisureSer  
vices/BCC To  
John Porter/LeisureServices/BCC,  
27/02/2013 12:33 Danny Squire/LeisureServices/BCC  
cc  
Darren  
Share/LeisureServices/BCC@BCCE10K,  
[REDACTED]  
[REDACTED]  
Subject  
Fw: Witton Lakes - Ruddy Ducks

Hi John

Sharon should be briefing the Deputy Leader today over Ruddy Ducks at Witton - allowing a start immediately

[REDACTED] from FERA is leading and has asked for details of access arrangements through the barriers onto the internal paths

Can you liaise with Iain over keys (or whether Glendale can meet them) - not sure of start time as yet - but just before dawn most likely

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I'm not sure what keys/locks you have in place (but have no spares anymore anyway)

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:27 -----

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 11:30 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks

Hi again

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Regards

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 11:07  
To: Iain Henderson  
Cc: darren.share@birmingham.gov.uk; Kiran.Singhara@birmingham.gov.uk;  
Tracey.Scott@birmingham.gov.uk  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi [REDACTED]

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936



[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:10  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Shooting of Ruddy Ducks at Witton Lakes, Birmingham  
**Attachments:** pic14364.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:09 -----

[REDACTED]

28/02/2013 10:00

To: [REDACTED] (SEG-PRO)" [REDACTED]  
cc: "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
Subject: Shooting of Ruddy Ducks at Witton Lakes, Birmingham

Hi [REDACTED]

I'm expecting to be given permission today by Birmingham City Council to carry out shooting of Ruddy Ducks at this site. We intend to make our first visit on Friday 1 March (tomorrow). We will start at first light and I expect it will end by 8am. Given that it's our first visit and it's a public area, it is hard to predict whether or not there will be any reaction from the public or the press, but we will have two footpath wardens on hand to speak to members of the public and to explain what is happening and why. Finally, we plan to use sound-moderated firearms in order to minimise disturbance.

I'll call when we've finished to give you some feedback.

Regards

[REDACTED]

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*attached file: C.htm*)

## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:10  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic26948.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:09 -----

[REDACTED]  
28/02/2013 11:20

**To:** "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
**cc:**  
**Subject:** RE: Witton Lakes - Ruddy Ducks - access

Joe

Many thanks. I will do.

-----Original Message-----

**From:** Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
**Sent:** 28 February 2013 11:18  
**To:** [REDACTED]  
**Cc:** darren.share@birmingham.gov.uk; john.porter@birmingham.gov.uk;  
Danny.Squire@birmingham.gov.uk  
**Subject:** RE: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED]

Yes - ok to start

Hope it goes well - please let us know if there are any issues or complaints from users

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
28/02/2013 09:37 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks -  
access

Hi Joe

Can I confirm that we are ok to make our first visit tomorrow?

Thanks

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 13:05  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk; Janet.Freer-Jones@birmingham.gov.uk; Paul.Cope@birmingham.gov.uk; Matthew.Barker@birmingham.gov.uk  
Subject: RE: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED] yes - John will have let the staff above know you will collect a key

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 13:02 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks -  
access

Hi Joe

Thanks - we can do that tomorrow between the stated hours. Will they be expecting us?

[REDACTED]

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [<mailto:Joe.Hayden@birmingham.gov.uk>]  
Sent: 27 February 2013 13:01  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk;  
darren.share@birmingham.gov.uk  
Subject: Fw: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED]

Its unlikely we will have staff available to sort the gated access

If you can call at Sutton Park Visitor Centre (by Town Gate, end of Park Road Sutton Coldfield Tel 0121 354 4074) - the team there manage Witton under their area structure - they will be able to supply a key to the padlocks

The Centre is open between 9.30am and 4.30pm at this time of year

I hope this is do-able?

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate



[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 11:30 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks

Hi again

Everything should run more smoothly if we have vehicular access around the edge of the lake (on the existing track) - will someone from BCC be in attendance to open gates for us?

Regards

Iain

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 11:07  
To: [REDACTED]  
Cc: darren.share@birmingham.gov.uk; Kiran.Singhara@birmingham.gov.uk;  
Tracey.Scott@birmingham.gov.uk  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi [REDACTED]

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:10  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy Ducks at Witton Lakes  
**Attachments:** pic20807.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:10 -----

[REDACTED]  
04/03/2013 12:03

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc "darren.share@birmingham.gov.uk" <darren.share@birmingham.gov.uk> [REDACTED] (ERG-BIO)"  
Subject Ruddy Ducks at Witton Lakes

Hi Joe

I just wanted to say "thanks" in writing for your all help in arranging access to this site so quickly. As I mentioned on Friday, everything went quite smoothly and we shot all six birds (one adult male, two adult females, one juvenile male and two juvenile females). We had seen a seventh bird there a few weeks ago, so we'll check in a couple of weeks to see if it's returned and will be in touch if it has.

Kind regards

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:10  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy gunfire  
**Attachments:** pic07208.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:10 -----

[REDACTED]  
08/03/2013 13:04

To "john.porter@birmingham.gov.uk" <john.porter@birmingham.gov.uk>  
cc "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
Subject RE: Ruddy gunfire

Hello John

Thanks for the feedback. Both the sound-moderated shotguns and the air rifles have advantages and disadvantages, although we didn't have the option of air rifle on the day because a member of staff was taken ill suddenly. If another visit is required at any time (which I hope it won't be) we'd probably come even earlier but use the air rifles instead.

Regards

[REDACTED]  
From: john.porter@birmingham.gov.uk [<mailto:john.porter@birmingham.gov.uk>]  
Sent: 08 March 2013 12:23  
To: [REDACTED]  
Cc: Joe.Hayden@birmingham.gov.uk  
Subject: Fw: Ruddy gunfire

Hello [REDACTED]

Just a brief feedback point as below. Following Joe's advice I now realise the air rifle option was not available but would have been preferable in this urban location. The sound of gunfire was alarming to some locals. The friends seem content with my explanation to

them of this exercise on a "head ruling the heart basis" and I think appreciate they have been part of a worthwhile international conservation exercise. The matter is I think closed as far as those present at last night meeting are concerned, and so there is presently no need for you to meet with them

Regards, and thanks

John Porter  
Constituency Park Manager  
0121 354 4074

----- Forwarded by John Porter/LeisureServices/BCC on 08/03/2013 12:16 -----  
Joe Hayden/LeisureServices/BCC

08/03/2013 12:06

To

John Porter/LeisureServices/BCC@BCCE10k

cc

Subject

Re: Ruddy

[gunfireLink<Notes://BCCMAIL01/80256B76002F4FE5/38D46BF5E8F08834852564B500129B2C/49EAAC97053161DD80257B2800375BA3>](mailto:gunfireLink?Notes://BCCMAIL01/80256B76002F4FE5/38D46BF5E8F08834852564B500129B2C/49EAAC97053161DD80257B2800375BA3)

Hi John

Happy for you to feedback directly to [REDACTED] - Email : [REDACTED]  
<[REDACTED]> <mailto:[REDACTED].gsi.gov.uk>>

[REDACTED] also offered at the time to meet the Friends if required?

They use a sound moderated shot gun and/ or air rifle (the air rifle was out of action on the day I believe)

The seven shots were fired between 6.30 - 7.30am - one gentleman around 8.10am identified himself as one of the Friends - took some pictures and left

Other members of the public were supportive or disinterested

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

John Porter/LeisureServices/BCC

08/03/2013 10:04

To

"Joe Hayden" <Joe.Hayden@birmingham.gov.uk<<mailto:Joe.Hayden@birmingham.gov.uk>>>

cc

Subject

Ruddy gunfire

Hi

Met with witton lakes friends last night. All have accepted the cull but remarked that the discretion was poor. They soon figured out what was going on because they heard gunfire. Seven shots heard quite some distance away. Obviously this is affected by weather etc. I think this should be fed back to fera with future agreements requesting a quieter weapon if that is feasible

Do you want to note and I will email or you to contact fera thus

Please advise

R

J

\*\*\*\*\*

\*\*\*\*\*

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:11  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy Ducks at Witton Lakes  
**Attachments:** pic09860.gif; pic25783.gif; pic21286.gif; C.htm; Witton Lakes.docx

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:11 -----

Joe Hayden/LeisureServices/BCC

20/02/2013 13:06

To

cc

Subject

[REDACTED]  
Share/LeisureServices/BCC@BCCE10K, John  
Porter/LeisureServices/BCC@BCCE10K, Danny  
Squire/LeisureServices/BCC@BCCE10K

Darren

Fw: Ruddy Ducks at Witton Lakes

Hi [REDACTED]

Just following up on our conversation

My phone number is below (and mobile is [REDACTED])

If you can let me have a Method Statement along the lines you described, and a brief explanation as to the importance of carrying out the required controls now (within two weeks) I'll use that to form the basis of a Briefing Note for our Director, Cabinet Member, local councillors and Friends of Witton - and push that through the system on Monday

Contact details for DEFRA Press office and any stock information they use will also help inform our Press Office

Kind regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 20/02/2013 13:00 -----

Darren Share/LeisureServices/BCC

20/02/2013 11:06

To

cc

Subject

[REDACTED]

[REDACTED] Joe  
Hayden/LeisureServices/BCC@BCCE10K

Re: Ruddy Ducks at Witton Lakes

Thank you for your email your letter has been passed on to Joe Hayden, Ranger Services Manager, he will contact you today to progress this

Thanks  
Darren

Darren Share  
Head of Parks  
Tel: 0121 303 4477

[REDACTED]

20/02/2013 11:01

To

cc

Subject

"darren.share@birmingham.gov.uk" <darren.share@birmingham.gov.uk>

[REDACTED] (ERG-BIO)" [REDACTED]

Ruddy Ducks at Witton Lakes

Dear Mr. Share

Please see the attached letter regarding the presence of the invasive non-native Ruddy Duck at Witton Lakes. The letter was sent on 29 January but as yet I've had no response, perhaps because it was not addressed to any individual. I'd be very grateful if you could respond quickly as this matter is now of some urgency.

Kind regards

[REDACTED]  
Wildlife Management Team  
The Food and Environment Research Agency  
Sand Hutton  
York. YO41 1LZ

[REDACTED]  
[REDACTED]

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Birmingham Parks Service  
Birmingham City Council  
Victoria Square  
Birmingham  
B1 1BB

29 January 2013

Dear Sir/Madam

**NORTH AMERICAN RUDDY DUCKS AT WITTON LAKES, ERDINGTON**

In September 2005 the Government announced the start of a programme to eradicate the non-native Ruddy Duck from the UK due to the threat it poses to the native (European) White-headed Duck. More details of the background to the work can be found below. Since the start of the eradication programme the UK population has been reduced by over 98% and we are now targeting sites where the few remaining Ruddy Ducks are concentrated. A total of four Ruddy Ducks were present at Witton Lakes today, 29 January, making it one of the ten most important sites in the UK for this species. I am writing therefore to ask for your permission to carry out control of Ruddy Ducks there as part of the Government's eradication programme. We have already carried out control at over 130 sites nationally, mainly by shooting. These have included public parks, reservoirs and nature reserves, and our staff are highly experienced at doing this safely and efficiently.

Any visits would be by prior arrangement with Birmingham City Council as the site owner, and the work would be carried out by experienced Food and Environment Research Agency (Fera) staff. A full risk assessment would be carried out and agreed with you before any work took place, and I can also confirm that Fera has Public Liability Insurance with a limit of £10,000,000 per claim. We also inform the local police before such visits as a matter of courtesy. I am sure that this request will raise a number of concerns and I'd welcome the opportunity to discuss these with you in more detail - I can be contacted on [REDACTED] (office) or [REDACTED] (mobile). My email address is [REDACTED]

Yours Sincerely

[REDACTED]

Team Manager, Wildlife Management Programme

## **NORTH AMERICAN RUDDY DUCKS AND THE RISK TO THE WHITE-HEADED DUCK**

Ruddy Ducks are a North American species which were imported into wildfowl collections in the United Kingdom in the 1950s. Some birds escaped from these collections and formed a free-flying population which, by 2001, numbered around 6,000. The population of the Ruddy Duck in its native North America is stable at around half a million birds and is not under any significant threat. However, the UK population increased ten-fold between 1975 and 1990. This led to increasing numbers of Ruddy Ducks migrating from the UK to the continent, and in the early 1990s Ruddy Ducks reached areas of Spain where White-headed Ducks occur.

The White-headed Duck is classified as globally threatened, with a latest estimated world population of no more than 10,000 birds. The West European population is around 2,000 birds, all of which are found in Spain. This has grown from only 22 individuals in the 1970s because of a determined and costly effort by the Spanish Government and conservationists. It is illegal to hunt White-headed Ducks in Spain, and their main breeding and wintering grounds are Natura 2000 sites, protected under European legislation. Ruddy Ducks have been proved to hybridize with the White-headed Duck in Spain and hybridization is now regarded as the greatest threat to the survival of the White-headed Duck as a separate species.

The Government has carried out several years of research which found that shooting is by far the most effective method of controlling Ruddy Ducks, and this has already been carried out at over 130 sites across the UK including public parks, nature reserves and reservoirs. In 2005 the Government announced the start of an eradication programme in order to protect the White-headed Duck. This is being implemented by the Food and Environment Research Agency (Fera), an Executive Agency of Defra. The work is supported by major conservation bodies in the United Kingdom such as the Wildfowl and Wetlands Trust (WWT) and the Royal Society for the Protection of Birds (RSPB). Control of Ruddy Ducks also occurs in other European countries including Spain, France, Iceland and Portugal. However until recently the UK held over 95% of the European population of Ruddy Ducks so control in these other countries would be ineffective without an effective control programme in the UK.

## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:12  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks  
**Attachments:** pic20169.gif; pic02327.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:11 -----

Joe Hayden/LeisureServices/BCC

27/02/2013 11:07

To

cc

Subject

[REDACTED]  
Darren Share/LeisureServices/BCC@BCCE10K, Kiran  
Singhara/LocalServices/BCC@BCCE10K, Tracey  
Scott/LocalServices/BCC@BCCE10K

Re: Witton Lakes - Ruddy Ducks

Hi Iain

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]

[REDACTED]

27/02/2013 09:41

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

cc

Subject Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

27/02/2013 09:41

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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[REDACTED]



## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:12  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic23840.gif; pic06766.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:11 -----

Joe Hayden/LeisureServices/BCC

27/02/2013 13:01

To

cc

Subject

[REDACTED]  
John Porter/LeisureServices/BCC@BCCE10k, Danny  
Squire/LeisureServices/BCC@BCCE10K, Darren  
Share/LeisureServices/BCC@BCCE10K

Fw: Witton Lakes - Ruddy Ducks - access

Hi Iain

Its unlikely we will have staff available to sort the gated access

If you can call at Sutton Park Visitor Centre (by Town Gate, end of Park Road Sutton Coldfield Tel 0121 354 4074) - the team there manage Witton under their area structure - they will be able to supply a key to the padlocks

The Centre is open between 9.30am and 4.30pm at this time of year

I hope this is do-able?

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:57 -----

Joe Hayden/LeisureServices/BCC

27/02/2013 12:33

To John Porter/LeisureServices/BCC, Danny Squire/LeisureServices/BCC  
cc Darren Share/LeisureServices/BCC@BCCE10K, [REDACTED]  
Subject Fw: Witton Lakes - Ruddy Ducks

Hi John

Sharon should be briefing the Deputy Leader today over Ruddy Ducks at Witton - allowing a start immediately

Iain Henderson from FERA is leading and has asked for details of access arrangements through the barriers onto the internal paths

Can you liaise with Iain over keys (or whether Glendale can meet them) - not sure of start time as yet - but just before dawn most likely

Friday is the proposed start date

I'm not sure what keys/locks you have in place (but have no spares anymore anyway)

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:27 -----

[REDACTED]  
27/02/2013 11:30

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject RE: Witton Lakes - Ruddy Ducks

Hi again

Everything should run more smoothly if we have vehicular access around the edge of the lake (on the existing track) - will someone from BCC be in attendance to open gates for us?

Regards

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]

Sent: 27 February 2013 11:07

To: [REDACTED]

Cc: darren.share@birmingham.gov.uk; Kiran.Singhara@birmingham.gov.uk;

Tracey.Scott@birmingham.gov.uk

Subject: Re: Witton Lakes - Ruddy Ducks

Hi [REDACTED]

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
<[REDACTED]>  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes

Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]  
The information contained in this message may include privileged, proprietary or

confidential information. Please treat it with the same respect that you would expect for your own information. If you have received it in error, we apologise and ask that you contact the sender immediately and erase it from your computer. Thank you for your co-operation.

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:12  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic20169.gif; pic02327.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:11 -----

Joe Hayden/LeisureServices/BCC


27/02/2013 13:04

To

cc

[REDACTED]  
John Porter/LeisureServices/BCC@BCCE10k, Danny  
Squire/LeisureServices/BCC@BCCE10K, Janet Freer-  
Jones/LocalServices/BCC@BCCE10K, Paul  
Cope/LocalServices/BCC@BCCE10K, Matthew  
Barker/LocalServices/BCC@BCCE10K

Subject

RE: Witton Lakes - Ruddy Ducks - access 

Hi Iain - yes - John will have let the staff above know you will collect a key

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

To

"Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

27/02/2013 13:02

cc

Subject

RE: Witton Lakes - Ruddy Ducks - access

Hi Joe

Thanks - we can do that tomorrow between the stated hours. Will they be expecting us?

Iain

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]

Sent: 27 February 2013 13:01

To: [REDACTED]

Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk;

darren.share@birmingham.gov.uk

Subject: Fw: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED]

Its unlikely we will have staff available to sort the gated access

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Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:57 -----

Joe  
Hayden/LeisureSer  
vices/BCC To  
John Porter/LeisureServices/BCC,  
27/02/2013 12:33 Danny Squire/LeisureServices/BCC

cc

Darren

Share/LeisureServices/BCC@BCCE10K,

[REDACTED]  
[REDACTED]  
Subject

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Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:27 -----

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 11:30 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks

Hi again

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Regards

[REDACTED]

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 11:07  
To: [REDACTED]  
Cc: darren.share@birmingham.gov.uk; Kiran.Singhara@birmingham.gov.uk;  
Tracey.Scott@birmingham.gov.uk  
Subject: Re: Witton Lakes - Ruddy Ducks

Hi [REDACTED]

Darren briefed our Director yesterday. She wishes to inform the Deputy Leader today that we are giving permission.

We are hoping for confirmation today - allowing you to start on site tomorrow morning if required

I'll be in touch as soon as I hear

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
<era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 09:41 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
Witton Lakes



Hi Joe

I hope you had a good couple of days off. Can I ask if you have any idea about the timetable for a decision regarding the Ruddy Ducks at Witton Lakes?

Many thanks

[REDACTED]

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## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:12  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic07586.gif; pic01386.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:12 -----

Joe Hayden/LeisureServices/BCC

27/02/2013 13:07

To

cc

Subject

John Porter/LeisureServices/BCC@BCCE10k

RE: Witton Lakes - Ruddy Ducks - access

Hi Iain - yes please - at your convenience

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

To

cc

Subject

"Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

RE: Witton Lakes - Ruddy Ducks - access

Thanks. I assume we will drop it off there when we're finished?

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 13:05  
To: Iain Henderson  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk; Janet.Freer-Jones@birmingham.gov.uk; Paul.Cope@birmingham.gov.uk; Matthew.Barker@birmingham.gov.uk  
Subject: RE: Witton Lakes - Ruddy Ducks - access

Hi [REDACTED] yes - John will have let the staff above know you will collect a key

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
era.gsi.gov.uk> To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 13:02 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks -  
access

Hi Joe

Thanks - we can do that tomorrow between the stated hours. Will they be expecting us?

Iain

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 13:01  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk;

## Lynda Parchment

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:13  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Witton Lakes - Ruddy Ducks - access  
**Attachments:** pic12042.gif; pic31310.gif

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:12 -----

Joe Hayden/LeisureServices/BCC

28/02/2013 11:18

To

cc

Subject

[REDACTED]  
Darren Share/LeisureServices/BCC@BCCE10K, John  
Porter/LeisureServices/BCC@BCCE10K, Danny  
Squire/LeisureServices/BCC@BCCE10K

RE: Witton Lakes - Ruddy Ducks - access

[REDACTED]  
Yes - ok to start

Hope it goes well - please let us know if there are any issues or complaints from users

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]

[REDACTED]  
[REDACTED]  
28/02/2013 09:37

To "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject RE: Witton Lakes - Ruddy Ducks - access

Hi Joe

Can I confirm that we are ok to make our first visit tomorrow?

Thanks

Iain

-----Original Message-----

From: Joe.Hayden@birmingham.gov.uk [mailto:Joe.Hayden@birmingham.gov.uk]  
Sent: 27 February 2013 13:05  
To: [REDACTED]  
Cc: john.porter@birmingham.gov.uk; Danny.Squire@birmingham.gov.uk; Janet.Freer-Jones@birmingham.gov.uk; Paul.Cope@birmingham.gov.uk; Matthew.Barker@birmingham.gov.uk  
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Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
[REDACTED]  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 13:02 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks -  
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[REDACTED]

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Sent: 27 February 2013 13:01  
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Local Services Directorate  
Birmingham City Council

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----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:57 -----

Joe  
Hayden/LeisureSer  
vices/BCC To  
John Porter/LeisureServices/BCC,  
27/02/2013 12:33 Danny Squire/LeisureServices/BCC  
cc  
Darren  
Share/LeisureServices/BCC@BCCE10K,  
[REDACTED]  
[REDACTED]  
Subject  
Fw: Witton Lakes - Ruddy Ducks

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Regards

Joe

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Birmingham City Council

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----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 12:27 -----

[REDACTED]  
[REDACTED]  
[REDACTED] To  
"Joe.Hayden@birmingham.gov.uk"  
27/02/2013 11:30 <Joe.Hayden@birmingham.gov.uk>  
cc  
Subject  
RE: Witton Lakes - Ruddy Ducks

Hi again

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Regards



**Lynda Parchment**

---

**From:** Joe Hayden  
**Sent:** 22 March 2013 10:13  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Ruddy Ducks at Witton Lakes  
**Attachments:** pic12723.gif; pic17982.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:12 -----

Joe Hayden/LeisureServices/BCC

04/03/2013 12:10

To

cc

Subject

"darren.share@birmingham.gov.uk"  
<darren.share@birmingham.gov.uk>, [REDACTED] (ERG-BIO)"  
[REDACTED] "Joe.Hayden@birmingham.gov.uk"  
<Joe.Hayden@birmingham.gov.uk>

Re: Ruddy Ducks at Witton Lakes

Hi [REDACTED] thank you for your understanding and dealing with the ducks efficiently

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

[REDACTED]  
[REDACTED]  
04/03/2013 12:03

To

cc

"Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>

"darren.share@birmingham.gov.uk"

Subject Ruddy Ducks at Witton Lakes

Hi Joe

I just wanted to say "thanks" in writing for your all help in arranging access to this site so quickly. As I mentioned on Friday, everything went quite smoothly and we shot all six birds (one adult male, two adult females, one juvenile male and two juvenile females). We had seen a seventh bird there a few weeks ago, so we'll check in a couple of weeks to see if it's returned and will be in touch if it has.

Kind regards

[REDACTED]

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# **THE FOOD AND ENVIRONMENT RESEARCH AGENCY**

## **STANDARD OPERATING PROCEDURES FOR RUDDY DUCK CONTROL**

**30/6/12**

NOTE – THIS DOCUMENT WILL BE SUBJECT TO REVIEW ANNUALLY BY  
THE FIELD PROJECT OFFICER FOR THE RUDDY DUCK CONTROL WORK, IAIN HENDERSON

### **Section 1. SITE ACCESS AND DATA COLLECTION**

1.1 Letters/emails will be sent to landowners by the Field Project Officer in the first instance. Where FERA has no address information, which will allow a letter/email to be sent, Field Officers (FOs) are allowed to approach owners and other interested parties with an open letter and pro-forma consent form (Document 1, attached). However, we must receive written permission **in all cases** before control operations can commence. New consents will be filed by the Field Project Officer (FPO) in a registered file (SSW 4414). Previous consents are held in a number of other registered files:– SSW 1707, SSW 2125, SSW 3062 to 3064, and SSW 3643.

1.2 FERA staff must inform the local police in advance of each control visit by calling the Incident Room before shooting starts. If an incident number is provided it must be noted and available for use in the event of an emergency.

1.3 Landowner contact information will be held by the FPO and email details/phone numbers made available to other staff when required to seek permission to visit a site. Staff must be aware that this is personal information and as such it is covered by the Data Protection Act. It must not be divulged to any third party under any circumstances. Landowners must be contacted (usually by email or phone) in advance of all shooting visits and their agreement to the date and time of the visit must be obtained.

1.4 Counts of Ruddy Ducks and other waterfowl may be conducted from public access routes or following written or verbal permission. For each visit, record time of arrival on site and final departure and all other details on the site visit/control forms (Document 3). ALL boxes must be completed, with the letters NA (not applicable) where appropriate. These must be completed even where no Ruddy Ducks are observed. For control visits include details of number of shots, numbers of birds hit and numbers killed. Complete forms within 24 hours, and return to the Field Project Officer within 14 days.

1.5 Offer owners details of counts/numbers killed for their own site only - maintain information relating to all other sites as confidential. Refer all requests for wider information to the FPO.

1.6 Obtain prior permission from landowners to use or land boats and for vehicle access where required. The use of dogs for the collection of corpses and finding of wounded birds is acceptable, but the permission (verbal only required) of the site owner must be obtained beforehand.

## Section 2. SHOOTING AND FIREARM SECURITY

### 2.1 Use of firearms

2.1.1 The possession, purchase and acquisition of firearms are governed by the Firearms Acts 1968 - 1997 (as amended). However, under Section 54 of the 1968 Act, Crown servants are exempt from the requirements of the firearms legislation to have a firearms certificate issued by the police to possess, purchase or acquire, or use firearms and ammunition in their official capacity. Paragraph 6.4 of the Home Office document "Firearms Law: Guidance to Police 2002" provides further detail.

2.1.2 Only FERA firearms and ammunition can be used. A letter of authorisation listing the makes and serial numbers of the firearms which an individual can use will be issued to that person. These letters are signed by the FERA chief executive or a director, and are only valid if carried with photographic evidence of ID bearing an SP number and the signature of the holder.

2.1.3 All FERA staff who use firearms as part of their work will be required to undergo a medical assessment every 24 months. This will be carried out by FERA's occupational health provider, currently HML, who will confirm in writing to the FPO and the FERA Firearms Officer after each medical that the member of staff in question remains fit for firearms use.

2.1.4 Semi-automatic 12-bore shotguns will be provided to all staff and rimfire (.17in HMR, .22in LR), centre-fire (.223in) and high-powered air rifles (.22in, .25in) will be available for use where needed. All rifles must be sound-moderated. The only exception to this will be air rifles.

2.1.5 Always work at least in pairs when carrying out shooting. The second person in a pair must be either a FERA staff member, or someone with responsibility for the site on which the shooting is taking place, such as the gamekeeper, tenant or owner.

2.1.6 Shotguns must only use lead-alternative cartridges with biodegradable wads. Only named FERA personnel covered by scientific licence are to shoot Ruddy Duck.

2.1.7 Ensure firearms are sound and in a safe condition before use. All firearms must be checked annually by a gunsmith and certified to be in good condition.

2.1.8 Ensure that the appropriate scientific licence, firearms authorisation letter and FERA photographic ID are close to hand when carrying out control or carrying firearms.

2.1.9 Before any shooting takes place, visit the site and identify access routes for FERA staff and any public access routes. A **site-specific** risk assessment **must** be produced which will include details of safe shooting positions, shooting angles, appropriate firearms for safety, numbers and locations of footpath wardens etc. As a minimum this should consist of a simple map with notes, signed and dated by the assessor. Where the risk assessment is drawn up by a Field Officer, he/she must maintain these records for future reference, and a copy must be provided to the FPO within seven days. Electronic copies of current risk assessments can be found at P:\N1JW - Ruddy Duck LIFE\Data\Risk Assessments and Operational Plans.

2.1.11 Site owners must always be contacted in advance of any shooting visits, and the dates and times of any shooting must be agreed. It will be the responsibility of the FPO to ensure that this has been done, but the actual contact may be made by any member of the Ruddy Duck eradication team.

2.1.12 One person present on site will take overall responsibility for control operations and for ensuring that the local police have been advised. In order of seniority this person will be either:-

The FPO (Iain Henderson at time of writing).

Or, if not present,

The Regional Foreman responsible for the site (currently Ray Ridley for sites in North Wales, Cheshire, Derbyshire, Nottinghamshire and Lincolnshire and all sites north of these counties, or Will Clancy for all sites south of these counties).

If the Regional Foreman for the area is not present the responsibility will pass to the other Regional Foreman. If neither Regional Foreman is present the responsibility will pass to an individual named in advance by the FPO or the appropriate Regional Foreman.

2.1.13 No shooting can take place within 50ft/15m of the centre of a public road, public footpath or bridleway without the prior approval of the FPO. In addition, to ensure that no offence is committed, staff must at all times ensure that no users of these rights of way (including pedestrians) are endangered or alarmed by any shooting close to the road.

2.1.14 If any site owner or their representative is unhappy with the safety of operations, they should contact either FERA staff on site, the member of staff who drew up the risk assessment (named at the top of the document), or the FPO (Iain Henderson, tel. 01904 462146).

2.1.15 Only shoot if sure of safety, if in doubt do not shoot. In the event of anyone being injured as a result of operations, FERA staff MUST take responsibility for either First Aid or, in the event of more serious injury, calling the emergency services. FERA staff should be aware of access routes that could be used by the emergency services and should seek information from site owners if in doubt. All shooting must stop IMMEDIATELY in the event of someone being injured.

2.1.16 Shooting must only take place between dawn and dusk. Ensure a high degree of vigilance over identifying the target and only shoot if safe to do so without causing injury or death to any non-target species. This is particularly relevant when working in poor light conditions.

2.1.17 Only Ruddy Ducks are to be shot (no other species, not even at landowner's request). Only shoot if the risks to other species are low and make other staff are made aware if an uncommon species which could be mistaken for a Ruddy Duck is present. If, despite this, other species are shot, FERA (FPO or Head of Programme) should be informed at once and in writing, and the incident documented.

2.1.18 Where safe to do so retrieve all spent cartridge cases and corpses, unless told otherwise by the site owner.

2.1.19 If a bird is wounded make all reasonable attempts to despatch the bird. Dealing with wounded birds should be a priority over other activities. All Field Officers will be issued with humane despatchers for use with trapped or injured birds. However, birds must be despatched on the water by shooting wherever possible, as this will avoid the additional stress likely to

arise from handling. Wherever possible the humane despatchers should be used out of sight of any possible observers. Where a female with a brood less than 14-days old is present, the brood must be despatched first for reasons of humaneness. In the event of the female being killed whilst targeting the brood, every effort should then be made to despatch all the ducklings for the same reason.

## **2.2 Firearms safety**

2.2.1 It is impossible to cover all issues (such as safety angles) surrounding the safe use of firearms in a document such as this. However, staff must at all times take all reasonable precautions to avoid any risk to members of the public and other members of staff. This includes leaving adequate safety angles and distances around the boats, other staff, and any areas which could be accessed by members of the public.

**2.2.2 Before leaving a site, each team member must present his firearm(s) to a colleague who must visually check that each weapon is unloaded and that the magazine is empty or removed.** When a rifle is not in use, the bolt must be removed, even if the rifle is being carried in a slip or case. A breech flag must be inserted into the chamber of an unloaded shotgun to indicate to all that it is safe.

2.2.3 Before cleaning a rifle or shotgun, check that it is unloaded. Firearms must always be cleaned and dried at the end of each day of use, and then stored in a secure dry location.

2.2.4 If a rifle or shotgun becomes blocked do not attempt to clear the blockage unless you are familiar with and competent to carry out the correct procedure. Blockages in rifles may be caused by (1) hang fire (when firing pin has struck but the bullet has not left the cartridge) (2) bullet leaves cartridge case but not barrel, (3) debris blocks barrel, or (4) difficulty in opening bolt due to damaged or oversized round or rough chamber. If a live round cannot be removed, leave the gun pointing in a safe direction, i.e. should it go off, it will fire into a suitable stop such as an earth bank. Seek assistance from an armourer (without leaving the gun unattended) and make sure other people stay clear. If there is a hang fire, the shooter must remain in the firing position with the bolt closed for at least 30 seconds before tilting the rifle to the side and opening the bolt, ensuring that his/her hand is not behind the bolt and that no one is standing behind the rifle. The shooter must ensure that the cartridge comes out complete with the bullet.

See also the attached Health and Safety Bulletin dated 24 September 1999 regarding stoppages in the barrel of semi-automatic shotguns.

2.2.5 Ensure that reasonable precautions are taken with a view to reducing the risk of ricochets. These should include shooting from a raised position and/or the use of a back-stop and should be documented in the site-specific risk assessment.

2.2.6 Ensure that the weapons and ammunition to be used are selected to minimise the chances of ricochet or over-penetration, balanced against the probability of wounding as opposed to killing the target.

2.2.7 If there is evidence that a bullet has failed to fully fragment on impact with the water or may have ricocheted, a dangerous occurrence report form should be completed. This must include details of angle of fire, height above the water, distance to target and surface water conditions. Management (Firearms Officer or FPO) must be informed of any faults in weapons, accidents, near-misses or cases of ill health which could be work-related as soon as possible, and certainly in writing within 72 hours of any incident.

2.2.7 All staff **must** ensure that they are wearing the correct hearing protection when using rifles or shotguns. Correct hearing protection should also be worn by anybody in close proximity to a gun being fired. Each vehicle should carry a spare pair of ear defenders for use by office staff/non-FERA staff if required. Wherever possible, safety glasses should also be worn when control operations involving shotguns are underway. The principal exception to this will be where their use is likely to reduce the wearer's view, such as in wet or misty conditions, leading to increased rather than reduced risk.

2.2.8 When a team is supplied with two or more identical types of rifle, the rifles and bolts should be colour coded to ensure that the correct bolt is fitted to each rifle. When using rifles, never close the bolt on a live cartridge unless the firearm is pointing towards the ground.

2.2.9 Ensure that safety devices on guns are used appropriately at all times to reduce risk of accidental discharge of weapon if operator stumbles/falls etc.

### **2.3 Firearms security (including ammunition)**

2.3.1 When not in use keep unloaded firearms and ammunition locked in the steel cabinets provided in each vehicle and house. Firearms and ammunition must ALWAYS be stored securely and separately. In the case of storage in vehicles, all ammunition and firearms MUST be stored in separate locked steel cabinets in the same vehicle or, if not available, they must be stored separately in locked steel cabinets in different vehicles. This applies both overnight and at any other time that the vehicle is left unattended. All vehicles must be alarmed, to provide additional security for firearms and ammunition stored in the cab. If a firearm is stored in a vehicle for long periods (e.g. overnight), ensure it is disabled by removing a vital part, such as the bolt of a rifle, or if not practicable (i.e. semi-automatic shotguns) using a trigger lock. In the case of storage at home, notify local police of the firearms and storage conditions and abide by their recommendations.

2.3.2 Staff must be able to account for all ammunition taken on to a site. Each individual is responsible for knowing the numbers of bullets and cartridges taken on to the site e.g. by use of an ammunition belt, and for ensuring that no live cartridges or bullets are lost on site. At the end of the visit, the numbers of remaining cartridges/bullets must be checked against the number of shots fired. On leaving a position, also check the area to ensure that no live cartridges or bullets have been dropped.

2.3.3 After use, return firearms to covers/slips provided as soon as possible. Avoid openly carrying uncovered firearms wherever possible. If firearms are not to be used for a significant period, they should be returned to FERA for secure storage.

### **Legislation**

Firearms Act 1968 to 1997

### **Guidance leaflets**

HSE leaflet *Guns*

### Section 3. OPERATIONS INVOLVING USE OF A BOAT

3.1 Boats can be used to drive Ruddy Ducks into safer or more effective locations for shooting. Shooting from boats is permitted but requires particular care to ensure the safety of all concerned. Unless specifically prohibited in the site-specific risk assessment, boats will be allowed into all areas. Again, unless specifically prohibited in the site-specific risk assessment, there is no speed limit, but staff should not use boats at a speed greater than required for an efficient operation. The use of shotguns is permitted from boats, but the use of rifles is **strictly** prohibited. Where a combination of boat and shooting from the bank is used, at least one person on each boat must wear a high-visibility jacket at all times. Whilst control operations are underway, all persons on board the boat should wear appropriate safety glasses wherever possible to minimise the risk of accidental damage to the eyes from any stray pellets. The principal exception to this will be where wearing them reduces the view of the wearer, such as in wet or misty conditions.

3.2 Marksmen should always be aware of the position of the boat and each other, regardless of distance, and any change of position must be advised to all staff present. When the boat comes within 100m of any marksmen on the bank, the boatmen should advise the men on the bank that this is the case. The onus of responsibility of being aware of the boat's precise location then lies with the men on the bank. Equally, the boatmen should advise when the boat has moved away again.

3.3 Guns must not be mounted with a view to taking a shot until the precise position of boats has been determined. Guns must not be swung through the line of the boat nor through the location of any staff on the bank. Where a bird is considered likely to fly across the line of the boat, it should be shot, where appropriate, after it has passed the boat.

3.5 Because of the additional risks associated with two loaded weapons on one boat and two people shooting from the same boat, only ONE person is permitted to shoot from each boat, and only ONE loaded weapon should be present on a boat at any one time.

3.5 Staff must always be aware of the risk of transferring non-native aquatic plants from one site to another. Boats, and particularly propellers, as well as personal protective equipment (PPE) must always be checked for plant material before leaving a site. If additional measures are required because of a particular risk, boats, PPE and propellers should be hosed down at the end of the working day.



## **Section 4. PERSONAL SECURITY AND HEALTH & SAFETY**

### **4.1 General Health and Safety Risks**

4.1.1 There are a number of general health and safety risks to staff carrying out field work. These include the following:-

Cuts/abrasions/lacerations to hands, arms, legs and feet.

Accidents/injuries when working in remote areas.

Accidents/injuries when work area contains hidden holes and hidden debris such as fallen trees/branches with attendant risks of tripping/falling over.

Accidents when work takes place during hours of darkness or in periods of poor light at dawn or dusk.

Drowning

Road traffic accidents

Insect bites

Additional guidance on managing these risks can be found in the FERA Fieldworker Guidance Notes available on the intranet, notably No. 1 (Managing Field Work Health and Safety), No. 2 (Environment and Terrain), No. 3 (Climatic Conditions), No. 5 (Working in or near Water), and No. 6 (Lone Working).

### **4.2 Disease risks**

4.2.1 Staff must have an up-to-date tetanus vaccination. They should be aware of the risk of contracting infectious disease from handling corpses, and must ensure that gloves are worn and hands thoroughly cleaned before handling food or drinks. The risk of contracting leptospirosis will be avoided by keeping contact with the water to a minimum. To reduce the risk of contracting cryptosporidiosis and from algal blooms, avoid swallowing water. All staff should be aware of the dangers of ticks and are encouraged to tuck trousers into socks. If ticks are found, they should be removed and a check kept by the individual for symptoms of Lyme's Disease. If symptoms appear medical help must be sought (see attached guidance).

4.2.2 Any cuts or abrasions must be washed in clean water as soon as possible. FERA staff must have read the relevant HSE guidance leaflets already supplied by the FERA Health and Safety Team and the Standard Operating Procedures for Ruddy Duck control work. If any symptoms manifest, medical advice must be sought immediately.

### **4.3 Climatic risks**

4.3.1 FERA staff must know the local forecast for each day spent on control operations. The personal protective equipment supplied by FERA must be available and must be worn if conditions require it. A source of safe drinking water (such as bottled water) must be available on site. Sunblock must be used if there is a risk of sunburn. If clothing becomes wet, particularly in winter weather, the staff member must change into replacement dry clothes as soon as practicable to reduce the risk of hypothermia. For that reason, a spare set of warm dry clothes must be carried in the vehicle when staff are involved in boat work.

#### **4.4 Risk of lone working**

4.4.1 Counts and checking of traps can be done alone but contact must be made with another member of staff first, advising where counts/trapping are to be carried out, expected time of departure and expected time of return. On return the same member of staff must be informed that the field work has been completed. If any concerns arise about the safety of a member of staff carrying out counts or trapping alone, contact the FPO (in first instance), or Head of Programme for advice. Carry a fully charged mobile phone at all times in the field.

#### **4.5 Other risks**

4.5.1 Ensure regular breaks are taken and work stops if fatigued or unwell.

4.5.2 If practical, obtain assistance to move heavy or awkward loads, particularly in uncertain ground conditions.

4.5.3 Each member of staff must read the attached COSHH assessment carefully, make two photocopies of it, add their name to Section 16 (Staff Involved), sign it, and pass a signed copy to the FPO, and retain a copy.

4.5.4 Always wear the issued buoyancy aid when entering the water or at risk of doing so. Ensure that a solid bottom is present at safe depth before disembarking from boat/canoe into water.

#### **4.6 On-road/Off-road driving**

4.6.1 Do not attempt to drive vehicle in unsafe conditions or terrain. Ensure that the monthly non-technical checks of vehicles are carried out and all faults reported. Do not attempt to drive a vehicle if you believe it has a fault which makes it dangerous to do so.

#### **4.7 Public/protesters**

4.7.1 Keep home address and phone number confidential.

4.7.2 If there is a reasonable possibility of directly encountering protesters, or confrontation during an operation, abandon operations at that site for the day and consult the FPO. When dealing with reasonable enquiries from the public, give polite but brief replies as to your activities and the background to them, and refer to the FPO if they require more detailed information.

4.7.3 In the event of direct, threatening or violent confrontation, immediately disable any firearms and leave the site without entering into discussion or argument. In an emergency, contact prearranged police numbers or dial 999. Following any confrontation, ensure contact is made with FERA York. Attempt to contact the first named person on the following list. If unavailable, contact the second and so on until a contact is made.

A. Field Project Officer   B. Head of Programme   C. Director

#### 4.4 Relevant Training Courses

BASC Firearms safety courses

Four-wheel drive course

First Aid

Boat-handling (Level 2, RYA Powerboat Course)

Defensive Driving

Informal waterfowl identification training

Note: all training should be recorded on a FERA Training Records sheet

#### 4.5 Guidance leaflets

HSE *Leptospirosis. Are you at risk?*

HSE *Working Alone in Safety*

OHS Medical Contact Card

HSE *Violence at Work. A guide for employers.*

HSE *Respiratory Sensitisers.*

Iain Henderson,

Field Project Officer,

The Food & Environment Research Agency,

Sand Hutton,

York YO41 1LZ.

30 June 2012

#### Attached:

Document 1	Consent form
Document 2	Contact form to be completed after every meeting or conversation relating to site access, police liaison.
Document 3	Site visit sheet.

COSHH Risk Assessment for Retrieval of Shot Ruddy Duck

Leaflet 1 HSE *Working Alone in Safety*

Leaflet 2 HSE *Leptospirosis. Are you at risk?*

Leaflet 3 OHS Medical Contact Card

Leaflet 4 HSE *Violence At Work. a guide for employers*

Leaflet 5 HSE *Respiratory Sensitisers*

Leaflet 6 HSE *Guns*

## FERA RISK ASSESSMENT FORM FOR RUDDY DUCK CONTROL AT WITTON LAKES, BIRMINGHAM

*If further information is needed, contact the Health & Safety Team.*

### SECTION 1: GENERAL INFORMATION

<b>Date:</b>	20/02/13	<b>Risk Assessment Number:</b>	
<b>Name of Assessor:</b>			
Iain Henderson		<b>Site(s):</b>	Witton Lakes
<b>Details of task to be assessed (SOP may be attached if appropriate):</b>			
<p>To carry out the control of Ruddy Ducks by shooting at Witton Lakes. Shooting will take place from the bank. The only exception to this will be if there is a need to despatch a wounded bird, in which case a sound-moderated shotgun can be used from an inflatable boat subject to restrictions of angles of fire (see Section 4, Firearms).</p> <p>Two lookouts will be deployed to monitor the presence of any members of the public, and shooting will take place as early as possible in the morning in order to minimise disruption to site users. Only sound-moderated 12 bore shotguns and Firearms Certificate air rifles will be used. This is to minimise the effects of noise on site users and nearby residents. This document should be read in conjunction with the Standard Operating Procedures for the control of Ruddy Ducks, and with reference to the accompanying risk assessment map also dated 20/02/13.</p>			

**SECTION 2 - HAZARD CHECKLIST (please refer to Hazard Matrix in Guidance notes).**

	Hazard Rating	Likelihood	Risk
Animal handling	N/a		
Animal traps	N/a		
Asphyxiants	N/a		
Biological Hazards and Zoonoses	M	P	S
Boat	H	P	S
Chainsaws	N/A		
Climatic conditions	M	P	S
Confined Spaces e.g. sewers, silos, tanks	N/A		
Driving	N/A		
Drowning	H	P	S
Excessive light levels	N/A		
Excessive noise	M	L	S
Explosives	N/A		
Extensive PC use	N/A		
Falling Objects	N/A		
Firearms	H	P	S
Glassware	N/A		
Hand Intensive Tasks e.g. pipetting	N/A		
Portable Electrical Tools	N/A		
Hazardous chemicals	N/A		
High Temperature	N/A		
Hot/cold objects	N/A		
Hot-work (welding, etc)	N/A		
Ladders	N/A		
Lasers	N/A		
Limited light levels	N/A		
Limited vision levels (fog/mist)	H	P	S
Lone Working	N/A		
Low Temperature	N/A		
Manual Handling	N/A		
Mobile Work Platform	N/A		
Personal Safety Issues	M	P	S
Potential Eye Injury	M	P	S
Potential Foot Injury	N/A		
Potential Hand Injury	N/A		
Pressure Vessels	N/A		
Radioisotopes	N/A		
Respiratory Sensitisers	N/A		
Restricted access	N/A		
Scaffolding	N/A		
Sharps e.g. scalpels, mortuary knives	N/A		
Slips, trips & falls	M	P	S
Static Posture	N/A		
Stress	N/A		
Three-phase Electrical Equipment	N/A		
Vibration, either hand or whole body	N/A		
Work at Height	N/A		
Night work	N/A		

**SECTION 3: PEOPLE**

<b>3.1: TYPE OF EMPLOYEE (please tick any/all that are relevant)</b>	<b>Please Tick</b>
<b>Category 1</b> Experienced in all aspects of procedure	Yes
<b>Category 2</b> Inexperienced in procedure / New Starter	
<b>Category 3</b> Young Person (16-18 years)	
<b>Category 4</b> Pregnant/Breastfeeding Worker	
<b>Other (please specify)</b>	

<b>3.2: OTHER PERSONS AFFECTED (please tick any/all that are relevant)</b>	<b>Please Tick</b>
<b>Category 1</b> Team member / FERA Employee	Yes
<b>Category 2</b> Visiting worker/Student	
<b>Category 3</b> Contractor / Visitor	
<b>Category 4</b> Member of Public/Customer/Client	Yes

**SECTION 4: CONTROL MEASURES**

Significant Risks Identified (in Section 2)	Control Measures Required (with reference to Section 3)	Likelihood (before & after control in place)		Risk Adequately Controlled (Y/N)
		Before	After	
Biological Hazards and Zoonoses	All FERA staff operating at Witton Lakes must have had an up to date Tetanus vaccination. They should all be aware of the risk of contracting infectious disease from the handling of corpses and must wear disposable rubber gloves when doing so. Keeping contact with the water to a minimum and covering cuts and abrasions with waterproof dressings will avoid contraction of Leptospirosis. All FERA staff must have read the relevant HSE guidance leaflets supplied by FERA's Health and Safety team	P	U	Y
Boats (see also drowning)	All FERA staff using boats must be qualified to at least RYA Powerboat Level 2. Engines must be switched off before examining propellers or when approaching persons standing in the water. Staff must also be aware of the risk presented by underwater obstructions such as tree trunks, and the risk of collision with these. Boat speeds should therefore be kept to the minimum required for an effective operation.	P	U	Y
Climatic Conditions	FERA staff must know the local weather forecast for each day spent on control operations. The personal protective equipment supplied by FERA must be available at all times and must be worn if conditions require it. Bottled Water must also be available on site. Sun block creams must be used if a risk of sunburn exists.	P	U	Y
Drowning	All staff on board boats must wear a life jacket or buoyancy aid supplied by FERA at all times.	P	U	Y
Excessive Noise	All the FERA officers carrying out the shooting must wear appropriate ear defenders as issued by FERA. Other persons involved must be sufficiently distant from the source of the noise as to be not at risk.	L	U	Y

Firearms (risk of gunshot wounds)	<p>The officers carrying out the control will be FERA employees who are fully trained and competent in the safe use of firearms. Shooting will take place principally from the shore, and in the direction of open water only (see accompanying map). The only exception to this will be if there is a wounded bird which cannot be despatched from the shore, in which case it will be permissible to use a sound-moderated shotgun from an inflatable boat – see below. Only sound-moderated 12-bore shotguns and Firearms Certificate air rifles will be used. Only Ruddy Ducks on the water surface will be shot (not flying birds), so the only risk is one of ricochet. However, the limited range of the weapons and the fact that shooting will take place at a downward angle in the direction of open water will ensure that members of the public in other areas are not at risk. All guns used must have been checked and deemed safe by a qualified gunsmith in the twelve months prior to the control taking place.</p> <p>Where a wounded bird has to be despatched from a boat, the shooter MUST ensure that there is a minimum of 150m between the gun and the bank in the direction of fire. This will ensure that no pellets leave the water.</p> <p>Although the sound-moderated shotguns and Firearms Certificate air rifles are quieter than conventional weapons, shooting staff must be aware that there is a risk of startling any members of the public standing nearby. For that reason, no shooting whatsoever can take place within 50m of a member of the public.</p> <p>All staff involved in the operation will be in communication with each other via VHF radios. Nobody on the bank will change position without advising all other staff in advance (by radio) that they plan to do so, their planned location, and when they have arrived at their new position. One of the FERA Field Officers will be nominated in advance of operations to co-ordinate and control all movements and activities on the site throughout the duration of the visit.</p> <p>Prior to any shooting the shore will be checked to ensure as far as possible that no one is present on the site. Two lookouts will be required to keep the guns informed of the location and movements of any members of public on the site. Their position will depend on the location of the guns, but are marked approximately on the accompanying map. No shooting can take place if there is any risk whatsoever of injury to a member of the public, or of alarm being caused.</p>	P	U	Y
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Limited vision levels (fog/mist)	Shooting will not take place if visibility is less than 200m.	P	U	Y
Personal Safety Issues	West Midlands Police will be made aware in advance of the dates and times of all control visits. No visits will be made against the advice of the police. An incident number (if appropriate) and contact name will be obtained prior to the visit to allow quick contact if required on the day of the visit. The police will also be given the mobile 'phone number of the Field Officer in charge. If the personal safety of any member of staff is considered at risk, operations must cease immediately, weapons must be disarmed and the police informed.	P	U	Y
Potential Eye Injury	Safety shooting glasses should be worn whilst shooting is being undertaken.	P	U	Y
Slips, trips and Falls	Suitable footwear should be worn at all times and areas of high risk avoided.	P	U	Y

**Method Statement – Shooting of Ruddy Ducks at Witton Lakes, Birmingham.**  
**To be read in conjunction with the risk assessment dated 20/2/13.**

**1. Background**

Ruddy Ducks are a North American species which were imported into wildfowl collections in the UK. Some birds escaped from these collections in the 1950's and formed a free-flying population which numbered around 6000 by January 2001. The UK population increased tenfold between 1975 and 1990. This led to increasing numbers of Ruddy Ducks migrating to the continent and in the early 1990s Ruddy Ducks reached areas of Spain where White-headed Ducks occur.

The White-headed Duck is classified as globally threatened, with the latest estimated world population of no more than 10,000 birds. The West European population is around 2,500 birds, all of which are found in Spain. Ruddy Ducks have been proven to hybridise with the White-headed Duck in Spain and subsequent observations have proved such hybrids are fertile, thus posing an increasing threat to the survival of the White-headed Duck.

Following several years of research, a national eradication programme began in 2005 which has been implemented by the Food and Environment Research Agency (FERA, an Executive Agency of the Department for Environment, Food and Rural Affairs). The research showed that shooting is the most effective method of reducing the population, and this has been carried out at over 130 sites across the UK in recent years, including public parks, nature reserves, and reservoirs. Eradication is also supported by major conservation bodies in the United Kingdom such as the Wildfowl and Wetlands Trust (WWT) and the Royal Society for the Protection of Birds (RSPB). As part of the Government's continuing programme, FERA staff are targeting the small number of sites across the country which still hold Ruddy Ducks. In February 2013 there were up to seven Ruddy Ducks at Witton Lakes (one male and six females). Given that the UK population has now been reduced to around 60 birds, this is a nationally significant number.

**2. Preliminary work**

A risk assessment will be carried out in advance of any shooting visits. The date and timing of any shooting operations will be subject to arrangement in advance with the site owners, Birmingham City Council (BCC). FERA will contact BCC at least three days (and usually 5-7 days) in advance of any planned visit to confirm that the date is convenient. No visit will take place without the explicit approval in advance of Birmingham City Council. West Midlands Police will also be advised in advance of all shooting visits and an incident number obtained which will allow a quick response from the police should this be needed. Finally, Defra Press Office will be made aware of the dates of all visits so that they can respond quickly to any press interest, in line with previously agreed procedures.

### **3. Visits to Witton Lakes**

FERA staff will arrive on site just before dawn, the timing of which will vary but at the time of writing (20<sup>th</sup> February) is around 6.30am. A maximum of six staff will be involved – four carrying out control and two acting as lookouts to ensure the safety of members of the public. Their principal role will be to inform the shooting staff if any members of the public enter the area of risk, but they will also be able to respond to any queries from members of the public about the nature and background of the work.

All vehicles will enter the site via the car park at Faulkners Farm Drive. All FERA staff on site will be able to contact each other either by means of two-way radios or by mobile phone. Staff must be aware of the surrounding houses and the fact that this is a public area. If there is considered to be any risk whatsoever to members of the public, shooting must not proceed.

Shooting will take place for a maximum of two hours in any one day. Corpses will be picked up and removed from the site.

### **4. Details of Equipment to be used**

Only sound-moderated 12-bore shotguns or Firearms Certificate air rifles will be used on this site. Non-toxic shot will be used (currently tungsten matrix) and cartridges will contain fibre wads. Every effort will be made to pick up spent cartridge cases.

One boat may be used for the collection of corpses – an inflatable with a 5hp petrol engine.

[REDACTED]  
The Food and Environment Research Agency  
Sand Hutton  
York  
YO41 1LZ

20 February 2013

[REDACTED]  
[REDACTED]  
[REDACTED]



## PL Schedule

**Policy Number** RSAP7829233200

**Insurers** RSA

**Insured** Department for Environment, Food and Rural Affairs & The Food and Environment Research Agency

**Insured's Address** Sand Hutton, York YO41 1LZ

**Business** Provision of High Quality Scientific Research, Services and Advice in Support of Sustainable Agriculture, Food Safety & Environmental Services to both Public and Private Sector Organisations both Nationally and Internationally

**Period of Insurance** From: 28/09/2012  
To: 27/09/2013 both days inclusive

**Renewal Date** 28/09/2013

### Limits of Liability and Deductible

#### A Public Liability

Limit of Liability	GBP	£10,000,000	any one Occurrence
Deductible	GBP	£500	any one claim or series of claims arising out of any one Occurrence relating to Property Damage

#### B Products Liability

*Personal Injury and or Property Damage caused by the Insured's Products*

Limit of Liability	GBP	£10,000,000	any one Occurrence and in the aggregate for the Period of Insurance
Deductible	GBP	£500	any one claim or series of claims arising out of any one Occurrence relating to Property Damage



**C Pollution**

*Personal Injury and or Property Damage caused by Pollution*

Limit of Liability	GBP	£10,000,000	any one Occurrence and in the aggregate for the Period of Insurance
Deductible	GBP	£500	any one claim or series of claims arising out of any one Occurrence relating to Property Damage

**D Legionellosis**

*Personal Injury caused by Legionellosis*

Limit of Liability	GBP	2 million	any one Occurrence and in the aggregate for the Period of Insurance
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**E Corporate Manslaughter defence costs**

*Extension 11*

Limit of Liability	GBP	1 million	any one Occurrence
Deductible	GBP	Nil	

**F Financial Loss**

*Extension 12*

Limit of Liability	GBP	1 million	any one claim and in the aggregate for the Period of Insurance
Co-insurance	10% of each and every claim subject to a minimum of GBP 5,000 which amount shall be retained by the Insured as his own liability		
Retroactive date	28/09/2011		

**G Clean-up Costs**

*Extension 14*

Limit of Liability	GBP	1million	any one claim
Deductible	GBP		any one claim or series of claims arising out of any one Occurrence

First Premium	£13,500.00 GBP
Total Premium	£14,310.00 GBP

Insurance Premium Tax £810.00 GBP

## Lynda Parchment

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**From:** Joe Hayden  
**Sent:** 22 March 2013 10:14  
**To:** Lynda Parchment; Marion Beale  
**Subject:** Fw: Birmingham City Council and Ruddy Ducks - DEFRA Press  
**Attachments:** pic01735.gif; pic19810.gif; C.htm

Hi

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 22/03/2013 10:13 -----

Joe Hayden/LeisureServices/BCC

27/02/2013 13:40

**To:** Geoffrey Coleman/PR/BCC, Guy Evans/LeisureServices/BCC  
**cc:** John Porter/LeisureServices/BCC@BCCE10k, Danny Squire/LeisureServices/BCC@BCCE10K  
**Subject:** Fw: Birmingham City Council and Ruddy Ducks - DEFRA Press

Hi both - for info

Regards

Joe

Joe Hayden  
Ranger Service Manager  
Parks and Nature Conservation  
Local Services Directorate  
Birmingham City Council

Tel 0121 675 0936

----- Forwarded by Joe Hayden/LeisureServices/BCC on 27/02/2013 13:40 -----

[REDACTED]  
[REDACTED]  
21/02/2013 09:47

**To:** "Joe.Hayden@birmingham.gov.uk" <Joe.Hayden@birmingham.gov.uk>  
**cc:**  
**Subject:** FW: Birmingham City Council and Ruddy Ducks

Joe

Amanda Malyon is the press officer dealing with Ruddy Duck issues - contact details below.

Regards

[REDACTED]

From: Malyon, Amanda (SEG-PRO) [mailto:[REDACTED]]  
Sent: 20 February 2013 16:31  
To: [REDACTED]  
Subject: RE: Birmingham City Council and Ruddy Ducks

Yes of course

[REDACTED] | Senior Press Officer | Environmental Protection Desk  
Department for Environment, Food and Rural Affairs  
Direct line: 020 7238 5498 | Mobile: [REDACTED] Out of hours: [REDACTED]  
Nobel House | 17 Smith Square | London SW1P 3JR

From: [REDACTED] [mailto:[REDACTED]]  
Sent: 20 February 2013 15:40  
To: [REDACTED] (SEG-PRO)  
Cc: [REDACTED] (ERG-BIO)  
Subject: Birmingham City Council and Ruddy Ducks

Hi [REDACTED]

We are currently negotiating access to a key site in Birmingham with the City Council, who own the water. As PR is one of their main concerns, can I send them your contact details so they can discuss the matter with you directly?

Many thanks

[REDACTED]

Department for Environment, Food and Rural Affairs (Defra)

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