

Lympstone Parish Council – Sept 2021: RISK ASSESSMENT FORM						
Property/Area: PUBLIC SHARED SPACES		Assessment date: 02/09/21		Review Date: 08/09/22		
Hazard and Risk:	People at risk:	Controls in place:	Risk rating:	Future controls required:	Target date:	Person responsible:

Public conveniences						
Outside/entrance:	Public					Clerk to report to Lympstone Parish Council (LPC)
Loose or slippery paving Building exterior External doors		Monitor once a day. Daily check record completed.	Low	Cleaner to monitor daily and inform LPC of any change/damage to building. Any uneven or damaged surfaces must be appropriately highlighted usually by means of a physical barrier or hazard tape to warn others of the risks until it can be suitably repaired or replaced.		
Inside:						
Building interior Flooring Tiles Toilet cubicles Urinals Sinks		Monitor once a day. Daily check record completed. Signs present during cleaning in progress and slippery floor as necessary.	Low	Cleaner to monitor daily and inform LPC of any damage.		
Cleaning products		Access kept locked	Low			
Electric and electrical equipment: Hand dryers		Daily check record completed.	Low	Cleaner to monitor daily and inform LPC of any damage.		

Lympstone Parish Council – Sept 2021: RISK ASSESSMENT FORM						
Property/Area: PUBLIC SHARED SPACES		Assessment date: 02/09/21		Review Date: 08/09/22		
Hazard and Risk:	People at risk:	Controls in place:	Risk rating:	Future controls required:	Target date:	Person responsible:
Lights Electric boiler		Ensure equipment is well maintained and in a good state of repair. Cleaner to monitor daily and inform LPC of any damage.		Annual electric safety check.		
Transfer of viruses	Public	Since the refurbishment (June 2020) hand sanitiser dispensers have been installed outside the building and next to the public toilet entrance doors. Signs on sanitiser dispenser explain to the public to use sanitiser before entering the building.	Low/ medium	Cleaner to check levels of hand sanitiser and refill, as necessary.		

NB:

April – June 2020: Complete refurbishment of Ladies and Gents toilets by Michael Clarke Ltd

June 2020: Electric safety check completed by Michael Clarke Ltd

August 2020: Mrs Joanne Cowe self-employed cleaner started.

Lympstone Parish Council – Sept 2021: RISK ASSESSMENT FORM						
Property/Area: PUBLIC SHARED SPACES		Assessment date: 02/09/21		Review Date: 08/09/22		
Hazard and Risk:	People at risk:	Controls in place:	Risk rating:	Future controls required:	Target date:	Person responsible:
Contractors	Public Contractors	All contractors to carry own public liability insurance and ensure LPC has a copy. All working at height must be avoided wherever possible; where not it must be risk assessed, properly planned and organised and any equipment used (e.g. ladders, cherry pickers) must be properly inspected and maintained in accordance with the Work at Height Regulations (2005) and the Lifting Operations and Lifting Equipment Regulations (1998).	Low	Contractors to inform LPC start and completion date.		Contractor