

SWINFEN AND PACKINGTON PARISH COUNCIL

RISK ASSESSMENT

Company Name: **Swinfen and Packington Parish Council**

Date of Assessment: **17 April 2022**

Anticipated Review Date: **17 April 2023 (or straightaway if any major damage/deterioration happens)**

Undertaken by: **Jayne Minor, Parish Clerk**

Location or Activity	Hazard	Level of Risk	Key Risks Facing the Parish Council	Persons in Danger	Potential Consequences Should Risk Occur	Measures Taken
Using the bus shelters	Slips and trips	Low		Users		The bus shelters are routinely overviewed by Parish Council and any problems dealt with on an ad-hoc basis.
Using the bus shelters	Cuts from broken glass on the floor	Low		Users		The bus shelters are routinely overviewed by Parish Council and any problems dealt with on an ad-hoc basis.
Bus shelters		Low	Damage to the bus shelters		The need to make good the damage with the potential accompanying cost to the Parish Council. Potential claim against the Parish Council	Regular inspection of the bus shelters. Insurance of bus shelters against all risks. Potential claim against third party. Annual review of insurance cover.

Location or Activity	Hazard	Level of Risk	Key Risks Facing the Parish Council	Persons in Danger	Potential Consequences Should Risk Occur	Measures Taken
Bus shelters		Low	Deterioration of bus shelters		The need to make good the damage with the potential accompanying cost to the Parish Council. Potential claim against the Parish Council.	Annual inspection of bus shelters followed by action should repairs be necessary.
Public notice boards		Low	Damage to public notice boards		The need to make good the damage with accompanying cost to the Parish Council.	Insurance against all risks. Annual review of insurance cover.
Public notice boards		Low	Deterioration to public notice boards		The need to make good the deterioration with accompanying cost to the Parish Council.	Annual inspection of the notice boards with repairs undertaken if necessary.