



SITE RISK ASSESSMENT

PROPERTY	The Bishop's Palace	LOCATION	Free Area	REF NO.	
DEPARTMENT	Property Management	HEAD OF DEPT.	Katy Love	DATE	10/01/24
ACTIVITY					
Relevant Model or Site Risk Assessments					

This is based upon fifteen years experience and regular public feedback is acted upon.

Nature of hazard	Worst outcome	Groups at risk	Current precautions	Estimation of risk	Further precautions taken
Cars driven over drawbridge	Pedestrian hit	Visitors, Volunteers, Staff and Residents	Rely on public common sense and that those driving have passed their driving test.	Severity of hazard :Med Likelihood of event :Low Adequacy of controls :Med	Visitor Operations Team or volunteer at gatehouse during busiest times ensure that pedestrians are stopped and people are not waiting to the sides of the gatehouse
Cars and bikes driven or ridden through free area concourse	Pedestrian hit	All visitors, particularly children playing away from parents	VOT member to stop all non-essential traffic from entering concourse, and to point out bike racks by gatehouse.	Severity of hazard :Med Likelihood of event :Low Adequacy of controls :Med	VOT or volunteer informs driver of speed limit & possibility of children playing
Swan attack	Child, elderly person or pet injured	Swan feeding area visitors	Approach animals at own risk	Severity of hazard :Low Likelihood of event :Low Adequacy of controls :High	
Fall into moat from swan feeding area	Drowning	Elderly, small children	Emergency throw lines.	Severity of hazard :High Likelihood of event :Low Adequacy of controls :High	Staff are made aware of location of ETLs

Low chain to Bishop's Side	Trip	Visitors with poor eyesight, elderly	VOT to remain aware of visitors requiring assistance near chain. Sign added to chain.	Severity of hazard :High Likelihood of event :Low Adequacy of controls :High	
Dog attack	Attacks visitor	Children	VOT team to remain alert and remind people to keep dogs on leads. Call police if in doubt or concerned	Severity of hazard :High Likelihood of event :Low Adequacy of controls :High	
Drunk or drugged person being aggressive/inappropriate	Intimidates or attacks visitor		Always alert the police if this person does not leave upon being asked to do so. Call police and keep other people away if they are violent, do not approach.	Severity of hazard :High Likelihood of event :Low Adequacy of controls :High	If unsure just call police do not approach.
Bins	Fire & hygiene hazard	Visitors, Volunteers, Staff and Residents	Bins emptied daily.	Severity of hazard :Low Likelihood of event :Low Adequacy of controls :Medium	Have named person responsible for checking & emptying bins in free area. Café. Emptied and returned generally before we open.
Leaves	Person slips	Visitors, Volunteers, Staff and Residents	Leaves regularly cleared from café & TFA concourse by garden team	Severity of hazard :Low Likelihood of event :Low Adequacy of controls :Medium	
Ice	Person slips	Visitors, Volunteers, Staff and Residents	Mats put down and salt when required	Severity of hazard :Low Likelihood of event :Low Adequacy of controls :Medium	VOTs to be told where to find salt. Gardens closed in worst conditions
Maisie the cat	Scratches person	Visitors, Volunteers, Staff and Residents	Visitors touch animals at their own risk	Severity of hazard :Low Likelihood of event :Low Adequacy of controls :High	
Yew berries	Child eats Yew berries and is taken ill	Children	Children are the responsibility of the adults they are with. They must be supervised at all times.	Severity of hazard :Medium Likelihood of event :Low Adequacy of controls :High	Down to the common sense of individuals
Falling masonry	Visitor hit	Visitors, Volunteers, Staff and Residents		Severity of hazard :Medium Likelihood of event :Low Adequacy of controls :Medium	Not impossible but very unlikely all walls above path ways have been re pointed and worked on in recent years
Food deliveries for TBT	Public area	TBT customers		Severity of hazard :Low Likelihood of event :Low Adequacy of controls :Medium	Deliveries restricted to parking and dropping under chestnut on palace green. Sack trolley goods in.

Assessment carried out by	Katy Love	Date of previous assessment	20/01/23
Job title	Property Management	Date of this assessment	10/01/24
Signed		Next assessment before	10/01/25