

**WELSHPOOL TOWN COUNCIL**  
**RISK ASSESSMENT**  
**LAND AROUND TOURIST INFORMATION OFFICE & CHURCH STREET TOILETS**

**Area**

Tourist Information Office, Welshpool along with the flower beds by the old Spar Building and corner of Church Bank.

**Introduction**

The risk assessment set out below does not remove the need for all staff to take care in all they do so that they do not at any time put themselves in unnecessary danger or dangerous situations.

<b>Ref</b>	<b>Item</b>	<b>Actions</b>	<b>Risk</b>
<b>1</b>	<b>Responsible for health and safety</b>	All staff are responsible for their own safety and the safety of others around them.	<b>LOW</b>
<b>2</b>	<b>Buildings</b>	Any buildings should not be entered unless it appears that it is safe to do so.	<b>LOW</b>
<b>3</b>	<b>Lone working</b>	If you are working on your own reference should be made to the Councils Lone Working Policy.	<b>LOW</b>
<b>4</b>	<b>Use of equipment</b>	Any use of equipment on site must be safe and must be carried out by those with appropriate training or with the express consent of the Town Clerk.	<b>LOW</b>
<b>5</b>	<b>First Aid</b>	First Aid facilities are located in the Tourist Information Office.	<b>LOW</b>
<b>6</b>	<b>Reporting faults</b>	If there are any faults with the area or equipment in the area they should be reported to the Town Clerk as soon as possible	<b>LOW</b>
<b>7</b>	<b>Trip hazards</b>	Please report any trip hazards to the Town Clerk's Office.	<b>LOW</b>
<b>8</b>	<b>Sculptures and exhibits</b>	Please report any problems with any of the sculptures, steps and information boards.	<b>LOW</b>

**Robert Robinson Town Clerk March 2015**