

MAVISBANK HOUSE



HES / Visitor – Safe Access to Mavisbank House

18th July 2016

Task / area being assessed:	HES / Visitor – Safe Access to Mavisbank House				
Date work being carried out:	18 th July 2016				
What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Action by date?
Vehicular access (unstable site, poor ground conditions)	HES Staff and Accompanying Visitors	Permission for vehicular access to be granted from Regional Office. Access only allowed if ground conditions are considered to be good. HES Staff and Accompanying Visitors provided with a copy of Risk assessment.	HES Staff / Visitor carries out a visually assessment on day of visit.	HES Staff	
Access on foot: Trips, slips and falls	HES Staff and Accompanying Visitors	Provide Regional office with details of visit to House. Wear stout boots, good quality PPE & carry mobile phone in case of emergency. No lone working is permitted		HES Staff & Visitors	
Access and Egress- Hidden Unauthorised access within compound area	Unauthorised personnel / member of the public entering through open gate / unlocked gate	Once entering secured compound ensure that the site gates are closed to prevent unauthorised access for the duration of your visit. Lock gates upon leaving site	Only 3 members of HES staff hold keys for compound padlocked gates. Any other persons requiring access into compound will be given a copy of this RA and will be briefed on the site, prior to them going in site. As part of the regular maintenance inspections of the site all gates/ locks and fences are checked and maintained	HES Staff	

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Access & Egress within compound Ground conditions I.e. Steep banks and uneven low level masonry. Possible hidden voids such as drainage culverts.	HES Staff and Accompanying Visitors	Check with Regional Office re ground conditions. Be aware and take care on banking's. Do not climb on low Walls. Keep clear of unusual sunken areas of the site. Report any hazards to Regional office. Site checked by MCU on a regular basis and action taken if deemed necessary. Wear suitable PPE including hard hat and safety boots. Site induction provided by HES staff member to visitor prior to entering site. Copy of RA also provided.	HES Staff / Visitor carries out a visually assessment of the open ruins and grassed areas to determine potential high risk / unsafe areas to avoid.	HES Staff		
Access and Egress: Ruined structures including main range and wings.	HES Staff and Accompanying Visitors	<u>NO access is allowed to these areas until stabilisation carried out and area deemed to be safe by Engineer.</u> Limited access for specialist contractors using protection as deemed necessary may be allowed as part of the stabilisation process. If safe access allows this. Maintain steel hoarding to doors and windows to prevent access.	Regular Checks / visual survey of structure.	HES Staff		

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Access and Egress: Potential falling masonry	HES Staff and Accompanying Visitors	Access and Egress Potential falling masonry: Refer to Exclusion zone plan which indicates distance that should be maintained between HES Staff & Visitor. Note - On day of site visit. Visual inspection will also be carried out. If deemed necessary then individuals can increase distances indicated on plan drawing	Exclusion zone plan developed	HES Staff		
Access and Egress: Collapsed masonry leaving unstable structures at ground level. Risk of falling further collapse.	HES Staff and Accompanying Visitors	No climbing on collapsed structures maintaining a safe distance at all times.	Routine checking of collapse structures. Exclusion plan updated to reflect site changes.	HES Staff		
Unknown hazards Chemicals / asbestos vermin excreta	HES Staff and Accompanying Visitors	Be aware that the site has been used for various functions including hospital & car repairs. The site may contain asbestos / sharps and it is highly probable that vermin will frequent the site. Ensure suitable PPE including gloves are worn	Survey site for hazards.	HES Staff		
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Unknown Hazards Waste left by intruders	HES Staff and Accompanying Visitors	Be aware that the site may be used by intruders (glue, syringes, broken bottles etc. may be present) Do not touch without aid of appropriate PPE reporting any such finds to the Regional Office. Report any finds of this nature to Police Scotland	HES Staff / Visitor carries out a visually assessment on day of visit.	HES Staff		

Assessment completed by:	Richard Aitken & Peter Ranson
Date completed:	7 Sept 2016
Date of review:	7 Sept 2017

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