

General Risk Assessment

Form RA1

(Refer to Notes for Guidance before completing this form)

School Assessment No:	
Title of Activity:	Car parking within and around Edinburgh bioQuarter campus.
Location(s) of Work:	Chancellor's Building, QMRI, Child Life & Health within RCYPH, IRR (North and South Buildings), UofE-occupied areas of NINE, and the USHER building, all on the Edinburgh BioQuarter campus.
Brief Description of Work: The University operates a number of car parks on the campus, and staff and visitors sometimes make use of other car parks operated by organisations other than UofE.	

Hazard Identification: Identify all the hazards; evaluate the risks (low / medium / high); describe all existing control measures and identify any further measures required. Specific hazards should be assessed on a separate risk assessment form and cross-referenced with this document. Specific assessments are available for hazardous substances, biological agents, display screen equipment, manual handling operations and fieldwork. See <http://www.ed.ac.uk/schools-departments/health-safety/risk-assessments-checklists/risk-assessments> for details.

Hazard(s)	Present Risk Evaluation L/M/H	Control Measures (i.e., alternative work methods / mechanical aids / engineering controls, etc.)	Risk Evaluation after control L/M/H
There are numerous car parks on the bioQuarter campus, some of which are operated by the University, and some (operated and managed by other organisations)	M	Drivers are very strongly encouraged to make full and proper use of designated car parking spaces on the campus, but also to take care not to obstruct fire exits, delivery doors, <i>etc.</i> Speed limits are posted on roads within the campus, and compliance is expected. The safety and suitability of car parking arrangements is reviewed by numerous H&S committees. The circumstances of reported near-misses and actual	L/M

<p>represented on the campus) are available for use by staff and visitors to non-University premises. Hazards include the potential for vehicle collision with other vehicles and/or pedestrians, theft or criminal damage to parked vehicles, accidental damage to vehicles, spillage of vehicle fuel and lubricants, <i>etc.</i></p>		<p>accidents and damage to vehicles may be communicated by email for information to everyone listed on any of the various email distribution lists maintained by CM&VM on the campus and may be shared also with colleagues in NHSL, Roslin Cell Therapies, SNBTS, <i>etc.</i> Where appropriate, reports may also be submitted to UofE's AIR (accident and incident reporting) system and/or discussed at site-wide H&S committees that include representatives of UofE (including UofE Security), NHSL, Equans, Consort <i>etc</i> (at some of which the University is represented by a high level of management). Spill management resources are available within laboratory buildings on the campus, and may be used to contain spillages of vehicle fuels, lubricants, <i>etc.</i></p> <p>Use may be made of colleagues with the University's Estates department who have special responsibilities for transport and car parking-related matters.</p>	
Security	M	<p>Where individuals feel personally unsafe or uncomfortable moving around the campus (<i>e.g.</i> where lighting has failed on pathways between UofE premises and where their car may have been parked, or where numbers of people may be thought to be loitering suspiciously, either within car parks or on footpaths <i>etc.</i>, it is desirable that they walk together with colleagues or, where it is possible for such support to be made available, to be accompanied (upon request) by a member of UofE's security team based on the campus. Failed lighting in and around car parking areas should be reported to campus managers, but routine patrols of the campus by Security Officers <i>etc</i> include surveys of lighting, and street</p>	L/M

Severe Weather	M	<p>light columns have reporting numbers listed on labels attached to the column. People walking to/from their vehicles should take care to avoid displaying car keys ostentatiously, and be careful regarding display of other personal possessions in order to avoid attracting unwanted attention to these. Care should be taken not to leave valuable items in clear sight when vehicles are left for periods of time.</p> <p>Where car parking areas are made hazardous by snow and ice, extra care is required of vehicle operators and pedestrians moving around the campus, and particular attention may be drawn to higher-risk situations by circulation of emails, <i>etc.</i> Requests for extra de-icing measures should be made through senior managers.</p>	L/M
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**Continue on separate sheet if necessary*

Engineering Controls: *Tick relevant boxes*

Guarding		Extraction (LEV)		Interlocks		Enclosure	
Other relevant information (incl. testing frequency if appropriate):							

Personal Protective Equipment (PPE): Identify all necessary PPE.

Eye / Face		Hand /Arm		Feet / Legs		Respiratory	
Body (clothing)		Hearing		Other (Specify)			
Specify the grade(s) of PPE to be worn:							
Specify when during the activity the item(s) of PPE must be worn:							

Non-disposable items of PPE must be inspected regularly and records retained for inspection

Persons at Risk: Identify all those who may be at risk.

Academic staff	X	Technical staff	X	P'Grad students	X	U'Grad students	X
Maintenance staff	X	Office staff	X	Cleaning staff	X	Emergency personnel	
Contractors	X	Visitors	X	Others			

Additional Information: Identify any additional information relevant to the activity, including supervision, training requirements, special emergency procedures, requirement for health surveillance etc.

References to car parking feature in induction and continuation/refresher training, and this matter features also routinely and regularly in the business of various health and safety committees on the campus.

Assessment carried out by:

Name:	Sharon Hannah Bioquarter Campus Operations Manager	Date:	10 th September, 2024 (7 th Annual review)
Signature:		Next Review Date:	09 th September, 2025