

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

Descriptive: The location subject of this risk assessment are the general public-access areas of the Turner Contemporary.

The Turner Contemporary is a free to enter gallery. The premise is split into several distinct areas across 2 storeys comprising of the main reception foyer, corridors, reception areas and welfare facilities as well as the main art and exhibition galleries on the first floor. The upper public areas are accessed via a stairway and lift. All private areas are controlled by an entry control system which prevents casual access to offices etc.

Ground Floor

The approach is via its own walk up away from main roads with external stairs and disabled ramp leading to the main entrance. The entrance is controlled by PIR activated electric sliding doors which lead directly into a large foyer housing a shop, information desk and corridors leading to other parts of the building including a café area. The floors are laid to concrete with no other covering.

The shop is placed away from the main access route to the side of the main entrance and comprises of free-standing displays and shelving.

The information desk comprises of a long desk with staff present in numbers to meet demand. The desk has information leaflets and guidance as well as 2 tills.

Within the foyer – Sunley Gallery – the majority of the area is occupied by the shop and tills, with the remainder of the space displaying a range of exhibits which are changed on a regular basis which again will be placed away, or protected from main pedestrian activity.

A lift and stairway giving access to the upper areas are present.

The foyer area is large area which is designed to allow large groups of people to gather with a small number of low-level benches placed to enable persons to sit – benches are placed so as not to encroach or obstruct the main escape routes leading to fire exits.

First Floor

The first floor comprises of a series of interlinked individual galleries which can be accessed via a communal Balcony Gallery. The balcony may be used differently for each exhibition and can form part of an exhibition if required. The balcony has a wall and railing enabling views to the Sunley Gallery and out to sea: the wall is approximately 1.4-1.5m high.

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

The galleries are (clockwise from left at top of stairs): North Gallery, South Gallery, West Gallery. There is also a Learning Studio (next to West Gallery): a large open space with inbuilt storage spaces and kitchen. The Learning Studio may be used as an exhibition space if required.

| | | | | | | | | | |
|---|--|---|---|---|---|--|---|---|---|
| Slips, trips and falls: Risk of slip, trip or fall arising due to poor floor condition, spillage, non-highlighted object on floor, low lighting etc. | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Floor throughout internal areas is laid to level concrete surface, with no additional features outside of exhibition content that may create slip or trip hazard. Flooring is in good condition and is not uneven, infirm, defective etc. Generally, low levels or no objects placed on open floor spaces within galleries. Objects placed are typically obvious and of sufficient size to be clearly identified. Any exhibition content that may create trip hazard is sufficiently highlighted, barriered or close access is prevented. Gallery assistants present across building to assist and advise of any | 3 | 2 | 6 | <p>With medium likelihood and medium severity the principle control measure is identified as monitoring of conditions and review of systems in place</p> <p>Planning of exhibits to consider safe separation with public and ensure that main walkways are kept clear and free of obstructions.</p> | 2 | 2 | 4 |
|---|--|---|---|---|---|--|---|---|---|

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| | | | | | | | | | |
|--|--|---|--|--|--|--|--|--|--|
| | | <p>areas where lighting may be lowered as part of exhibition and to take extra precaution when moving between areas.</p> <ul style="list-style-type: none"> Maintenance and cleaning regime is in place in which flooring conditions are routinely checked, and any issues found reported to facilities manager for resolving. Any spillages identified are reported and cleared immediately with gallery assistants present to supervise area. Entrance foyer floor surface checked daily as part of general site checks. An appropriate level of information is supplied to planners of trips from schools etc. advising them of risks present and actions required to support safety measures in place at the premise. | | | | | | | |
|--|--|---|--|--|--|--|--|--|--|

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| | | | | | | | | | |
|--|--|---|---|---|----|--|---|---|---|
| Falling Objects: Risk of suspended/ hung objects falling and coming into contact with persons present below, potentially result in serious impact injuries. | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Majority of content is below head height or placed on walls with no working at height or overhead working taking place during operational/ opening hours. Where exhibition content is placed above suspended/ hung or placed where risk of falling objects could occur, a sufficient area around the exhibit is barriered off or access beneath is prevented (i.e. by staging or other means). | 2 | 3 | 6 | Planning and preparation of exhibits to consider placement of items and potential for falls from height of persons and goods. | 1 | 3 | 3 |
| Services – electric Risk of electrical failure arising from poor maintenance, servicing etc. of electrical appliances or installation (fixed wiring) | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Low level of portable electrical appliances present within public access areas Periodic inspection of electrical installation (fixed wiring) completed every 3 years. Significant electrical installation works completed during the capital works programme 2020- | 3 | 4 | 12 | With medium likelihood and high severity the principle control measure is identified as regular monitoring of controls and review of systems in place | 1 | 4 | 4 |

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| | | | | | | | | | |
|--|--|---|---|---|----|--|---|---|---|
| | | 2021. New Electrical Installation report issued dated 21/01/2021. | | | | | | | |
| Fire/explosion Risk of fire outbreak and spread, affected emergency evacuation etc. | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Fire risk assessment covering whole premises completed by external safety consultancy, which his reviewed and updated on annual basis or in event of significant structural/procedural etc. change identified. Last reviewed 12/07/2021. Recorded system of fire safety checks (fire log) is maintained in which the following is completed: routine tests of fire detection and alarm system; tests of emergency lighting; checks of escape routes/ fire exits/ signage; periodic evacuation drills, and; checks of firefighting equipment. Sufficient number of escape routes and final exits available throughout premises which are | 2 | 5 | 10 | <p>With low likelihood and high severity the principle control measure is identified as regular monitoring of controls and review of systems in place</p> <p>See fire risk assessment</p> | 1 | 4 | 4 |

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | <p>maintained and kept clear of obstruction.</p> <ul style="list-style-type: none"> Sufficient number of gallery assistants present across all public access areas, who are trained and practiced in emergency evacuation procedures. Nature of premises means that low levels of fuel and ignition sources are present, particularly throughout public access areas. Note: specific exhibition requirements may mean slight reduction in clear and obvious exit points between galleries. Occasion is rare and affects first floor only: identified within scope of single specific exhibition, with sufficient number of escape routes still present to accommodate and allow for safe evacuation of expected number of persons. | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

RISK ASSESSMENT TC/GEN/001

| | | | |
|--|-----------------------------------|---|-----------------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| | | | | | | | | | |
|--|--|--|---|---|---|---|---|---|---|
| | | Gallery assistants are briefed on any such alterations and on unchanged evacuation procedure. <ul style="list-style-type: none"> Emergency lighting present covering all areas. | | | | | | | |
| Trapping/crushing Risk of trapping body parts within door frames when moving between galleries/ areas, and sustaining potentially serious crush/ severing injuries. | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Doors throughout are slow-closing and gallery assistants present to advise public to mind placement of fingers within door frames (particularly for school groups etc.) First aid trained staff present to assist and provide first aid, with accident/incident/ near miss reporting procedures in place. | 3 | 3 | 9 | With medium likelihood and medium severity, the principle control measure is identified as monitoring of conditions and review of systems in place. First aid kits to be routinely checked as fully stocked, in date and in correct location/s. | 2 | 3 | 6 |
| Security breaches/ criminal damage Risk of unauthorised access, security breach or sustaining of criminal damage to premises/ exhibition content, | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Gallery assistants present throughout to identify and challenge anti-social/ potentially damaging behaviour, with security present. CCTV present. Sufficient security measures in place for non-opening hours, with | 3 | 2 | 6 | With medium likelihood and low severity the principle control measure is identified as periodic review of systems in place Security issues to be considered within planning of exhibitions where high value art is present/displayed. | 1 | 2 | 2 |

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| | | | | | | | | | |
|---|--|--|---|---|---|--|---|---|---|
| theft of donations etc. | | no casual access to building and fob-entry required for all non-public areas. <ul style="list-style-type: none"> Donations box emptied regularly, with cashless donating option and shop payment present. | | | | | | | |
| Other – specific exhibition lighting Low lighting levels within exhibition may give rise to slip, trip or fall. Specific exhibition lighting (i.e. strobe/flash lighting) gives rise to risk of adverse reaction (e.g. photosensitive epilepsy etc.) | Staff Public/ Visitors Contractors | <ul style="list-style-type: none"> Gallery assistants present across building to assist and advise of any areas where lighting may be lowered as part of exhibition and to take extra precaution when moving between areas. Gallery assistants to also advise of any exhibitions where effect lighting may invoke adverse reaction from public (i.e. strobe/flashing/ multi-coloured etc.) | 2 | 3 | 6 | <p>With low likelihood and medium severity the principle control measure is identified as monitoring of conditions and review of systems in place</p> <p>Monitor and review required control measures (dependant on exhibition content)</p> | 2 | 2 | 4 |

| Likelihood (L) | Severity (S) | Assessment Score |
|-------------------|---|------------------|
| 1. Unlikely | 1. Minor injury, 1 st aid not required | Low Risk: 1-8 |
| 2. Possible | 2. Minor injury, 1 st aid required | Medium: 9-15 |
| 3. Probable | 3. Injury requires doctor/hospital attendance | High: 16-25 |
| 4. Likely | 4. Major injury | |
| 5. Almost Certain | 5. Fatality | |

| RISK ASSESSMENT TC/GEN/001 | | | |
|-----------------------------------|----------------------------|--|----------------|
| Organisation: Turner Contemporary | Location: Public Areas | ACTIVITY: General public-access areas activity | |
| Assessor: Lee Sadd/ Alex Hawk | Date of Review: 26/11/2021 | Review period: Annually | Version no: #1 |

| Step 1. | Step 2. | Step 3. | | | Step 4. | Step 5. | | | |
|-----------------|----------------|----------------------------------|---|---|---------|--|---|---|---|
| Identify Hazard | Who is at Risk | Extent of risk prior to controls | L | S | R | Actions to be taken to control risk identified | L | S | R |

| Likelihood (L) | Severity (S) | Assessment Score |
|---|---|--|
| 1. Unlikely 2. Possible 3. Probable 4. Likely 5. Almost Certain | 1. Minor injury, 1 st aid not required 2. Minor injury, 1 st aid required 3. Injury requires doctor/hospital attendance 4. Major injury 5. Fatality | Low Risk: 1-8 Medium: 9-15 High: 16-25 |