



Kings Hill Parish Council

Community Centre Risk Assessment to support staff, councillors, hirers, and visitors to the Community Centre

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Document Control

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**COMMUNITY CENTRE RISK ASSESSMENT TO SUPPORT COUNCILLOR, AND STAFF SAFETY
AND THAT OF HIRERS AND VISITORS TO THE COMMUNITY CENTRE**

It is important that councillors and staff feel equipped to manage occasionally aggressive encounters with residents, including taking preventative steps to limit the risk of serious consequences.

Staff and Councillors represent the local community and spend much time engaging with residents and hirers of the community centre. Many people can attend the community centre and may want to discuss emotionally charged or controversial topics. Sometimes these can lead to challenging conversations and occasionally aggressive encounters; it is important that councillors and staff feel equipped to manage this, including taking preventative steps to limit the risk of serious consequences.

It is also important that hirers and visitors of the Community Centre are welcomed to a safe and welcoming environment.

The Challenge

To safeguard the reputation of Kings Hill Parish Council, and the safety of its staff and councillors and that this policy be extended to hirers of and visitors to the Kings Hill Community Centre.

The Risk	Effect	Action
Unsociable Behaviour	Injury Employees/Councillors Low morale of staff and Councillors resulting in a High turnover and loss of Key staff and councillors	Adherence to lone worker policy Staff and councillors to be accompanied to the car park on leaving the Community Centre following evening meetings of the Full Council and Committees Communications available Police called if necessary. Staff and councillors advised / trained in 'challenging behaviour'.
Out of hours problems		Hirers advised of out of hours on call service.