



Finsbury Park Station Place Bus Station Risk Assessment Record

Location	Finsbury Park Station Place Bus Station	Date of Risk Assessment	06th February 2019
Reference	C21107	Assessed by	[REDACTED]
LBSL Region	Central	Review Date	08th February 2020
Responsible Person	[REDACTED]	Local Authority	Islington
Residual Risk	Medium		

Summary Report

1 **Location:** Finsbury Park Station Place is located adjacent to Finsbury Park LUL and Network Rail Stations and is positioned between Seven Sisters Road and Stroud Green Road N4.

2 **Layout/Operation:** The bus station operates one way from south to north. Buses enter directly turning left from Seven Sisters Road or ahead from St Thomas' Road into the bus station and exit directly turning right on to Stroud Green Road.

There is a bus stop located at northern end of the nearside pavement with a large passenger concourse area outside the London Underground and Network Rail stations. A second pick up stop is located on a separate passenger island. There are dedicated pedestrian crossing points between the passenger areas.

Unauthorised vehicles are prohibited from the bus station, and therefore should not impede bus station activities. There is a dedicated alighting point near the entrance of the bus station. Buses then proceed to the allocated stand area and on departure pick up at one of 2 bus stops at northern end of the bus station. Vehicle movements entering the bus station are under traffic light control with an integrated pedestrian phase. Vehicle movements exiting the bus station are under traffic light control with an integrated pedestrian and cycle (Toucan) phase.

There are 3 off side bus stands, 3 centre bus stands and 2 near side stands within the bus station. Two standing areas have also been allocated for taxis.

Operator	Routes	Buses per Hour
Metroline	4	6
Go-Ahead	19, N19	10
Arriva	106	10
London General- Go head	153	5
Tower Transit	236	6
	Totals	37



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No	Hazards	Activity	Persons who could be harmed	Existing Controls	Risk Rating			Proposed Actions	Completion Date
					Severity	L/Hood	Rating		
1	<p>Collision</p> <p>Bus v Bus</p> <p>Bus v 3rd Party Vehicle</p> <p>Bus v Cyclist</p> <p>Bus v Taxi</p> <p>Bus v Infrastructure</p>	<p>Vehicle movement</p> <p>Access and egress to and from the bus station</p> <p>Use of stand areas</p> <p>Deliveries by authorised vehicles</p>	<p>Staff</p> <p>Pedestrians</p> <p>Contractors</p> <p>Other vehicle users</p> <p>Cyclists</p>	<p>Bus station operates one way between Seven Sisters Road and Stroud Green Road.</p> <p>Access to/ egress from bus station under traffic light control.</p> <p>Unauthorised vehicles are prohibited - signage posted advising of 'no entry - except buses'.</p> <p>Telescopic bollards on pavement near entrance.</p> <p>Box junction on Seven Sisters Road at entrance to bus station.</p> <p>Appropriate controls in place to direct buses right out of bus station away from low bridge in Stroud Green Road.</p> <p>A designated stand area is provided for buses to layover.</p> <p>Clearly defined parking bays provided for vehicles.</p> <p>There are 2 dedicated taxi bays within the bus station.</p> <p>A clearly marked speed limit is in force (10mph).</p> <p>Suitable and sufficient lighting provided for bus station.</p> <p>Roadway complies with LBSL skid and slip resistance requirements.</p> <p>All infrastructures positioned at least 500 mm from kerb edge.</p> <p>Scheduled checks carried out by LBSL staff daily/weekly/periodically.</p> <p>Identified defects reported / recorded on Griffin and progress monitored until closed.</p> <p>Asset condition survey carried out annually by Bus Infrastructure.</p> <p>Documented speed monitoring carried out.</p> <p>The bus station is regularly cleaned throughout the day and spillage clean up procedures are in place.</p> <p>All Bus drivers trained to PCV standards.</p> <p>All authorised vehicles/ buses have audible reversing signals.</p>	3	1	3		



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2	<p>Collision</p> <p>Bus v Pedestrian</p> <p>3rd Party Vehicle v Pedestrian</p> <p>Taxi v Pedestrian</p> <p>Bus v Cyclist</p> <p>Cyclist v Pedestrian</p>	<p>Vehicle movement</p> <p>Access and egress to and from the bus station</p> <p>Use of stand area</p> <p>Boarding and alighting buses</p>	<p>Staff</p> <p>Pedestrians</p> <p>Contractors</p> <p>Cyclists</p>	<p>Good design and layout controls movements of buses and pedestrians.</p> <p>All passengers board or alight to dedicated footpaths or walkways.</p> <p>Designated pedestrian walkway and crossing points across entrance and exits of the bus station.</p> <p>Signage in place advising pedestrians to 'keep to walkways'.</p> <p>Shared cyclists/ pedestrian walkway on perimeter of bus station which is segregated from buses by provision of railings.</p> <p>Roadway complies with LBSL skid and slip resistance requirements.</p> <p>Suitable and sufficient lighting provided for bus station.</p> <p>A clearly marked speed limit is in force (10mph).</p> <p>Documented speed monitoring carried out.</p> <p>The bus station is regularly cleaned throughout the day and spillage clean up procedures are in place.</p> <p>High visibility clothing worn by staff and contractors whilst on the bus station.</p> <p>Scheduled checks carried out by LBSL staff daily/weekly/periodically.</p> <p>Arrangements in place to manage movement of supporters on football or event days.</p> <p>Notice of events is produced to advise operating companies of planned events i.e. Finsbury Park or Emirates Stadium.</p>	4	1	4		



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3	Slips, Trips, Falls On same or different levels	Moving around pavement and road areas Accessing staff facilities Working at Height	Staff Pedestrians Passengers Contractors	<p>Scheduled checks carried out by LBSL staff hourly/weekly/periodically.</p> <p>Identified defects reported / recorded on Griffin and progress monitored until closed.</p> <p>Contrasting surface finish between paving and roadway.</p> <p>Dedicated alighting / pick up points for passengers</p> <p>The bus station is regularly cleaned throughout the day and spillage clean up procedures are in place.</p> <p>Roadway is scheduled for periodic oil cleans.</p> <p>Suitable and sufficient lighting provided for bus station.</p> <p>Salt and grit applied during times of adverse weather by Bus Operations staff.</p> <p>Ability to isolate defective floor surfaces with cones/barriers/barrier tape.</p> <p>Slip resistant uniform shoes provided for LBSL staff.</p> <p>Buses maintained to required standard as to reduce spillages.</p> <p>High level work carried out by competent contractors.</p> <p>Arrangements in place to monitor and review working at height procedures.</p>	2	2	4		
4	Fumes/ noise	Statutory Nuisance Use & / or storage of hazardous substances	Staff Pedestrians Passengers Contractors	<p>Unauthorised vehicles are prohibited - signage in place.</p> <p>Only competent contractors are chosen to work on site.</p> <p>Notices in place advising drivers to switch off engines. Requirement enforced by LBSL staff.</p> <p>Scheduled checks carried out by LBSL staff daily/weekly/periodically.</p> <p>Bus Operators staff supervise bus movements on site daily.</p> <p>Vehicles are maintained to a required standard and to meet emission standards.</p> <p>Limited hazardous materials available on site.</p> <p>Hazardous substances kept to a minimum and stored in secured cleaners store room.</p> <p>Cleaning contractor COSHH documentation available.</p>	1	2	2		



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5	Assault / Robbery	Anti-Social Behaviour Lone working	Staff Contractors Passengers	<p>LBSL staff is trained in conflict management or equivalent training.</p> <p>Buses are fitted with CCTV which is recorded 24/7 and can be downloaded as required - stored for up to 7 days.</p> <p>Bus station is covered by digital CCTV and can be viewed in Bus Station Controllers office. Images are recorded 24 hours - stored for up to a month.</p> <p>Suitable and sufficient lighting provided for bus station.</p> <p>Emergency services can be summoned quickly via CentreComm using on bus radio.</p> <p>Buses are equipped with driver activated assault alarms.</p> <p>Personal assault alarms provided to LBSL staff.</p> <p>Airwave radios and mobile phones issued to LBSL staff.</p> <p>All bus routes are cashless.</p> <p>Public address system broadcasts pre recorded safety and security messages.</p>	2	2	4		
6	Electricity	Unauthorised access to electrical supply(s) Damaged bus station electrics Damaged lamp columns	Staff Contractors Pedestrians	<p>Electrical mains are in a secure location accessed by authorised persons only.</p> <p>Electric mains circuits and LBSL lamp columns protected by fuses / RCB's.</p> <p>Only authorised persons permitted to carry out work on power supply.</p> <p>Emergency contact details available for LBSL owned equipment regarding repairs.</p> <p>Portable appliances subject to regular PAT testing.</p> <p>Scheduled checks carried out by LBSL staff daily/weekly/periodically.</p> <p>LBSL staff have access to barriers, barrier tape and / or cones to isolate damaged infrastructure.</p> <p>Identified defects reported / recorded on Griffin and progress monitored until closed.</p>	4	1	4		



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7	<p>Fire</p> <p>Explosion</p> <p>Arson</p> <p>Vehicle Fire</p>	<p>Terrorist / malicious activity</p> <p>Arson</p> <p>Use of ignition sources</p> <p>Use of combustible materials</p>	<p>Staff</p> <p>Contractors</p> <p>Pedestrians</p> <p>Passengers</p> <p>Neighbours</p>	<p>Fire extinguishers available on buses and in bus station accommodation.</p> <p>LBSL vehicles and buses maintained to a required standard and monitored by LBSL.</p> <p>Emergency plans in place to deal with emergency detailing assembly points/alarms/detections and reviewed annually.</p> <p>Arsenal (Emirates) stadium diversion plans in place.</p> <p>Visitors and contractors advised of site rules and emergency procedures.</p> <p>Emergency services can be summoned quickly via CentreComm, mobile phone or on-bus radio.</p> <p>Bus station is covered by digital CCTV and can be viewed in Bus Station Controllers office. Images are recorded 24 hours - stored for up to a month.</p> <p>Buses are fitted with CCTV which is recorded 24/7 and can be downloaded as required - stored for up to 7 days.</p> <p>Scheduled checks carried out by LBSL staff daily/weekly/periodically.</p> <p>Identified defects reported / recorded on Griffin and progress monitored until closed.</p> <p>The bus station is regularly cleaned throughout the day and spillage clean up procedures are in place.</p> <p>Hazardous substances kept to a minimum and stored in secured cleaners store room.</p> <p>Portable appliances subject to regular PAT testing.</p> <p>Cleaning contractor COSHH documentation available.</p> <p>Roadway is scheduled for periodic oil cleans.</p> <p>Only competent contractors chosen to work on site.</p> <p>Bus station fire risk assessment last conducted in March 2016. Risk assessment located in Bus Station Controllers office.</p>	4	1	4		

This risk assessment should be reviewed whenever a material change occurs at the bus stand or following a serious incident to ensure controls are still relevant. Otherwise it should be reviewed as indicated at the top of this document.