

Evershot Parish Council Risk Assessment and Management Plan

Date Completed: March 2018 Person Completing Assessment: Sharon Bowditch

Review Date:

Risk examples: Slips/trips and falls, Electricity, Working at height, Fire, Hazardous substances.

What are the Hazards?	Who/What might be harmed and how?	What is already in place?	Risk Score			What further action is required?	Action by who?	Action by When?	Date Completed
			Likelihood	Consequence	Total				
Seat at Holme Oak – stone built cemented to ground – no fittings attached	Fall from a height Accidental or deliberate damage	Regular maintenance	1	1	1	None	N/A	N/A	
Street Lights – fixed to poles or buildings by brackets	Bulbs not working Broken light	Regular maintenance Reporting process	3	2	6	As required	Parish Council	N/A	
Notice Boards x 2 – wood and glass construction fixed to walls approx. 1 metre from ground level	Not being up to date Accidental or deliberate damage e.g. Broken glass	Parish Clerk role to update Reporting Process	2	2	4	As required	Parish Council	N/A	
Bus Shelter – stone built no fittings or fixtures	Slips, trips and falls	Structurally Sound Covered over, protected from inclement weather	2	2	4	As required	Parish Council	N/A	

St John's Well – stone built with marine ply top with coloured panels attached.	Stone damage Fall from height Accidental or deliberate damage to property	Regular maintenance Reporting process	2	2	4	Awaiting repairs to damaged caused by tractor	Parish Council	October 2016	
Grit bins- with hinged lids	Accidental or deliberate damage to property Not refilled	Regular inspection Process for refilling	1	1	2	As required	Parish Council	N/A	
Tourist Board – wood and glass construction, secure into ground by concrete footings	Broken glass Accidental or deliberate damage to property Harm to individual e.g. cuts, splinters	Regular inspection	2	2	4	As required	Parish Council	N/A	

<u>Likelihood of Occurrence</u>	
1. Rare	Can't believe this event would happen - will only happen in exceptional circumstances
2. Unlikely	Not expected to happen but definite potential exists - unlikely to occur.
3. Possible	May occur occasionally, has happened before on occasions - reasonable chance of occurring.
4. Likely	Strong possibility that this could occur - could occur several times.
5. Almost certain	This is expected to happen frequently / in most circumstances - more likely to occur than not.

Consequence Rating	Description of Consequence		
1. Insignificant	No injuries Can cause reversible health effects of little concern, requiring first aid treatment at most	Negligible personal/organisational financial loss	Locally resolved complaint Rumours
2. Minor	First Aid Treatment Can cause reversible health effects that result in medical treatment with no lost time	Minor personal/organisational financial loss	Justified written Complaint Short term local media coverage Some public embarrassment
3. Moderate	Medical Treatment Required Can cause severe, reversible health effects of concern – could result in a lost time illness	Significant personal/organisational financial loss	Claim above excess level Local Media- long term adverse publicity
4. Major	Extensive Injuries Can cause a single fatality or irreversible health effects or disabling illness to one or more persons	Major personal/organisational financial loss	Multiple justified complaints National Media Coverage (less than 3 days)
5. Catastrophic	Death Can cause multiple fatalities or significant irreversible effects	Severe personal/organisational financial loss	Multiple claims or single major claim Complex justified complaint National Media Coverage (more than 3 days)

5 x 5 Risk Matrix

L I K E L I H O O D	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
	CONSEQUENCES					

Risk Rating
High
Medium
Low