

**West Dereham Parish Council
Risk Management Record**

Serial	3	Risk Category	Safety
Date Identified	May 2022	Live / Archived	Live
Risk Description			
Traffic collision due to increased traffic associated with a significant event at the cemetery.			
Risk Impact			
Injury of a member of the public or material damage to property through increased traffic activity.			
Likelihood	Severity	Risk Score	
3. 50% likely	3. Major injury	9	
Mitigation Measures			
1. Advertise event as pedestrian access where possible, and where to park where vehicles are required to attend.			
2. Advertise for attendees to bring torches if event is after dusk, and wear Hi-Viz clothing items.			
Post Mitigation Likelihood	Post Mitigation Severity	Post Mitigation Risk Score	
1. Unlikely	1. Minor injury	1	
Post Mitigation Management Statement			
Increased vehicle traffic and footfall is not unusual in the vicinity of St Andrew's Church, Beacon lighting usually takes place at dusk or night so the risk of an incident is increased. Advertising the event to encourage pedestrian attendance where possible, and ensuring there is cleared space for vehicles access, along with advice to bring torches and wear Hi-Viz reduces the risk to an acceptable level.			
Management Decision			
Accept Risk. Continue to assess safety of using the Beacon for each use case, in conjunction with measures to mitigate all associated risks including Risk 1, 2, and 4.			
Responsible	Nominated PC members organising the event.		
Accountable	PC		
Consulted	St Andrew's Church Warden		
Informed	Parish through PC meeting and minutes		
Review Date	Prior to event		

Last updated: 9 Jan 26

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Risk Management Data**

Risk category	Likelihood	Severity
Safety	1. Unlikely 2. 25% likely 3. 50% likely 4. 75% likely 5. Certain	1. Minor injury 2. Requires treatment 3. Major injury 4. Single fatality 5. Multiple fatalities
Financial	1. Unlikely 2. 25% likely 3. 50% likely 4. 75% likely 5. Certain	1. £100 Risk 2. £1000 Risk 3. £5,000 Risk 4. £50,000 Risk 5. £100,000 Risk
Reputational	1. Unlikely 2. 25% likely 3. 50% likely 4. 75% likely 5. Certain	1. Negative questions 2. Written complaints 3. Complaints to BC 4. Negative publicity 5. Legal implications

Likelihood	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	5	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		Severity				

- Decisions**
- Accept
 - Transfer
 - Escalate
 - Avoid