

**West Dereham Parish Council  
Risk Management Record**

<b>Serial</b>	2	<b>Risk Category</b>	Safety
<b>Date Identified</b>	May 2022	<b>Live / Archived</b>	Live
<b>Risk Description</b>			
Nominated person lighting the Beacon harmed during the process of setting up and lighting the Beacon.			
<b>Risk Impact</b>			
Injury from a fall from height, or burns from carrying out the lighting procedure.			
<b>Likelihood</b>	<b>Severity</b>	<b>Risk Score</b>	
3. 50% likely	3. Major injury	9	
<b>Mitigation Measures</b>			
<ol style="list-style-type: none"> <li>Secure staging or step ladder with a rigid base / supporter whilst working at height.</li> <li>Use of extended lighting device to reduce the proximity of person lighting the Beacon from the ignition and fuel source.</li> </ol>			
<b>Post Mitigation Likelihood</b>	<b>Post Mitigation Severity</b>	<b>Post Mitigation Risk Score</b>	
2. 25% likely	1. Minor injury	2	
<b>Post Mitigation Management Statement</b>			
The decision to light the Beacon for specific events is a PC Agenda item when an appropriate event is identified. Safety is paramount. Providing a secure elevated platform allows greater control of the lighting procedure at a co-height rather than from below. An extended lighting device allows stand-off from the fire source. This risk links to Risks 1, 3, and 4.			
<b>Management Decision</b>			
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 1,3 and 4.			
<b>Responsible</b>	Nominated fire setter		
<b>Accountable</b>	PC		
<b>Consulted</b>	Local Fire Service		
<b>Informed</b>	Parish through PC meeting and minutes		
<b>Review Date</b>	Prior to Beacon lighting event		

Last updated 9 Jan 26

**West Dereham Parish Council  
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