|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Location/**  **Topic** | **Great Budworth** | **Completed by** | | **R Collier** | **Undertaken by** |  |
| **Ref No** | **Rev 2 2016** | | **This reference number is to be provided by the Health & Safety Manager** | | **Date** | **04-07-16** |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Activity / Instance** | **Hazard / Risk** | **Initial Risk Evaluation** | | | **Detail of Control Measure** | **Existing?**  **(Y/N)** | **Proposed?**  **(Action date)** | **Managed by** | **Residual Risk Evaluation** | | |
| **L** | **S** | **RR** | **L** | **S** | **RR** |
| **Tubs and Planters on the Highway** | **Access for emergency vehicle** | **3** | **3** | **9** | **Residents to position planters within 1 M from property and of a reasonable size** | **y** | **On going** | **Residents** | **1** | **5** | **5** |
|  | **Vehicles colliding with tubs and planters / damage / injury** | **3** | **4** | **12** | **Residents to ensure planters no more than 1 M from property and of a reasonable size** | **Y** | **On going** | **Residents** | **1** | **4** | **4** |
|  | **Pedestrians forced into road –**  **Push chairs wheel chairs etc forced into road** | **2** | **5** | **10** | **Planters etc to be within 1M of property**  **Residents to have adequate insurance provisions**  **Highlight risk to residents via letter and updates in the bulletin** | **Y** | **On going** | **Residents** | **1** | **5** | **5** |
| **Loss or damage to assets** | **Unable to use assets, cost of repair / replacement** | **4** | **4** | **12** | **Asset register in place with appropriate insurance cover** | **Y** | **On going** | **Parish Clerk** | **4** | **2** | **8** |
| **Damage to third party property as a consequence of PC activity** | **Legal claim / reputation** | **3** | **3** | **9** | **Insurance cover in place** | **Y** | **On going** | **Parish Clerk** | **3** | **2** | **6** |
| **Poor financial control**  **Los of money, theft / dishonesty** | **PC service failure, impact to reputation** | **2** | **7** | **14** | **Finance controls in place, regular review via finance committee, TAX and VAT risks are mitigated.** | **Y** | **On going** | **Chair of Finance Committee** | **1** | **7** | **7** |
| **Ensure activities are within legal powers applicable to PC** | **Bad practice identified by external audit, legal challenge, loss of reputation** | **2** | **7** | **14** | **Appropriate committee in place with TOR for each committee** | **Y** | **On going** | **All Cllr** | **1** | **7** | **7** |
| **Obligations under employment law** | **Legal challenge / tribunal** | **2** | **5** | **10** | **Managed via staffing committee** | **Y** | **On going** | **Chair of staffing Committee** | **1** | **5** | **5** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **1** | **2** | **3** | **4** | **5** |
| **Likelihood** | **Improbable** | **Unlikely** | **Even chance** | **Likely** | **Almost certain** |
| **Severity** | **Negligible**  (no or trivial injury/illness or loss/damage) | **Slight**  (minor injury/illness requiring first aid or slight loss/damage) | **Moderate**  (reportable over 3 day injury/illness or moderate loss/damage) | **High**  (reportable major injury/illness or serious loss/damage) | **Very high**  (one or more deaths or widespread loss/damage) |

**complete risk assessment overleaf**

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

|  |  |
| --- | --- |
| **High** | **17 – 25** |
| **Medium** | **9 – 16** |
| **Low** | **1 - 8** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Identify People at Risk**  **(tick and provide details)** | | | | | |
| Residents | **✓** | **Residents of Great Budworth** | | | |
| Contractors | **🗷** |  | | | |
| Members of the public | **✓** | **Visitors to the village** | | | |
| Young people | **✓** | **As above** | | | |
| Visitors | **✓** | **As above** | | | |
| **Additional Assessments Required**  **(tick if applicable to activity being assessed)** | | | | | |
|  | | |  |  |  |