

RISK ASSESSMENT

Location:		Parish of Sourton		Signed:			A Horn	
				Date:			6/2/23	
				Review Date:			6/2/24	
Activity/ Process	Hazard Identified	Existing Controls	Who Might Be Harmed and How	Level of Risk			Further Action Required	Completed 7/2/2022
				A	B	C		
Site Visits	Lone visits	A minimum of 2 councillors will go a site visit. If circumstances change and only 1 is available to go the site visit will be cancelled.	Councillors	1	2	2		
	Health and Safety	Clerk to be told where and when the site visit will take place. Councillors will be given clerks mobile number in case of emergency	Councillors Public	1	3	3		
	Unhappy applicant	Site visits will be arranged beforehand if possible. If no response councillors will only stand on public land/highways and look as best, they can. If an applicant is unhappy with the councillors being there, they will leave and not argue with the applicant	Councillors Public	1	4	4		
	Building Site	Hard hats and high visibility will be worn along with appropriate footwear.	Councillors Public	1	3	3		
	Covid	Councillors will take precautions under current guidelines including sanitising hands and wearing facemasks if entering a property. Any councillor showing signs of Covid will not go on a site visit.	Councillors Public	1	5	5		

RISK / PRIORITY INDICATOR KEY

SEVERITY (CONSEQUENCE)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (Lost time injury, illness, damage, lost business)
4. High (Major injury / damage, Lost time business interruption, disablement)
5. Very High (Fatality / Business closure)

LIKELIHOOD
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

RISK / PRIORITY INDICATOR MATRIX						
LIKELIHOOD (A)	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
		SEVERITY (CONSEQUENCE) (B)				

SUMMARY		SUGGESTED TIMEFRAME
12-25	High	As soon as possible
6-11	Medium	Within next 3-6 months
1-5	Low	Whenever viable to do so