



CRESSWELL PARISH COUNCIL STATEMENTS OF GUIDANCE AND POLICY

RISK ASSESSMENT POLICY

1 Introduction

The purpose of this document is to provide guidance to the Parish Council (CPC) to enable it to assess and control risks associated with its activities, and satisfy itself that it has taken adequate steps to minimise them. The Council is aware that although some risks can never be eliminated fully it has in place a strategy that provides a structured approach to managing risks by:

- Identifying relevant activities
- Identifying potential risks
- Assessing the level of risk scale 1 low to 6 very high
- Evaluating the management and control of the risk
- Recording findings
- Reviewing and revising procedures as required

2 Responsibilities

The responsibilities for developing and implementing the risk management policy is done by the Clerk. Policies and procedures are monitored and reviewed annually by the Parish Councillor's.

3 Definition of Risk Management

3. Risk is the threat that an event or action will adversely affect an organisation's ability to achieve its objectives and to successfully execute its strategies. Risk management is the process by which risks are identified, evaluated and controlled.
 - a Risk – is the likelihood that the potential for harm or loss posed by a hazard will materialise.

- b Hazard – condition in the parish, equipment, article, substance, machine, installation or situation that has the potential to cause harm or loss or both.
- c Control Measures - precautionary measures that reduce or eliminate the risk.
- d Competent Person - someone who, by reason of their training, knowledge and experience, is considered capable of adequately assessing the health and safety risks associated with the operation being carried out.
- e Residual Risk - the risk that remains after all the identified control measures have been put into place.

4 Principles

The Parish Council should follow these principles:

- a Consider if the risk can be avoided, eliminated or transferred.
- b If this is not possible, then evaluate the risks that remain and identify changes to working practices that can reduce the risks.
- c Give appropriate instruction to Councillor's, staff, contractors or public.
- d Review risks and control measures annually (or as required).

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