

NETHER WALLOP PARISH COUNCIL RISK ASSESSMENT	VILLAGE HALL GARDEN	Version: Date:	1 Jul-20	Adopted Date: Minute no.:	13 July 20 5035	Review Date:	May-21
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The methodology used is a combination of quantitative risk assessment (numerically assessing probability & consequence) **Hazard Severity x Likelihood of Occurrence = RISK.**

Hazard Severity (Impact)			Likelihood of Occurrence (Odds)		
1	Nil	Trivial or insignificant harm to persons, property or business activities	1	Not likely	There is no real likelihood of it occurring.
2	Slight	Causing minor harm allowing work / activities to continue	2	Possible	Possible occurrence, but potential is minimal.
3	Moderate	More Serious, capable of resulting in 3 or more days off work for one or more individuals , or property damage resulting in a temporary interruption to business activities with some financial loss.	3	Quite Possible	Incident will only happen if several factors are present.
4	High	Possible fatality or serious injury to an individual. Longer term interruption to business and/or high financial costs.	4	Likely	Regular incidents occur, but no injury. May result in injury with additional factors introduced.
5	Very High	Multiple fatality and/or destruction to work environment. Long term or permanent business interruption and/or very high financial costs.	5	Very Likely	Almost 100% certainty that an incident will occur or it is a common occurrence.

A risk factor can be found using the equation, ranging from 1 (no severity and unlikely to happen) to 25 (just waiting to happen with potentially disastrous results. However it is important to judge both the severity and the likelihood independently. Having identified the numerical risk factor, the 'risk matrix' will help determine the urgency of the action.

RISK ASSESSMENT MATRIX.

Likelihood (ODDS)	Potential Severity (IMPACT)					1-5	Low Risk	Tolerable	Little or no action required				
	1	2	3	4	5					6-9	Medium Risk	Unacceptable	Some action required and monitor during event.
	2	4	6	8	10								
	3	6	9	12	15								
	4	8	12	16	20					10-25	High Risk	Unacceptable	Urgent action required. Stop process. Compensatory measures / new procedures must be put in place within 24hrs. Resolving the issue may take longer, but must be in hand. (People may need to be removed from the risk whilst it is assessed.)
	5	10	15	20	25								

Activity	Hazard / Risk	People at risk	Mitigation of Risk / control measures	Impact	Odds	Score	Action required	Target date and by whom
Use of electrical tools in wet	Electrocution of gardener or Member of public	Anyone	Circuit breaker to be used and wires / leads to avoid puddles.	5	2	10	Ensure circuit breakers are used. PAT test equipment. Minimise use of electrical tools	Gardener ASAP

Mowing / Strimming	Injury caused by equipment	Anyone	Gardener to ensure no equipment is left unattended and to ensure appropriate PPE is worn whilst working. Tools to be maintained /serviced regularly. Turn off equipment when going up steps.	4	2	8	Gardener to confirm he has had training and list equipment needed.	Gardener ASAP
Lone Working	Inability to perform first aid on self	Gardener	Gardener to advise when he is working at the VH and ensure he has a mobile at all times.	4	2	8	To confirm working times with Booking manager	Gardener ASAP
Carrying water	Slips and Trips	Anyone	Lifting / carrying safely. Spillages of water in hall / outside.	3	2	6	Gardener to confirm he has had H&S training	Gardener ASAP
Carrying equipment	Straining	Gardening	Lifting / carrying safely.	3	2	6	Gardener to confirm he has had H&S training	Gardener ASAP
Working in garden during wet	Slips and Trips	Gardener	Pathways are slippery. Drainage area is slippery.	3	2	6	Pressure wash as needed. Care to be taken.	Gardener as required.
Obtaining water for garden from hall.	Hall left unlocked.	Users of the hall. Hall contents	Gardener to check Hall locked after he has finished.	4	2	8	Lockup check	Gardener at each visit
Covid-19	Possible transmission of virus.	Gardener / other users.	The Hall is closed. Gardener works alone.	3	1	3	n/a	n/a

Chairman's signature Date		Clerk's Signature Date	
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