



## KEMBLE & EWEN PARISH COUNCIL

# Risk Assessment Policy

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### General

1. Risk is the chance of a particular situation or event, which will have an impact upon objectives, occurring within a stated period of time.
2. Responsible risk taking is essential to the development and prosperity of individuals, organisations and society as a whole.
3. The aim of this assessment is to identify risks, assess their likelihood and severity. It will also identify steps to control and manage these risks.

### Hazard Categories

1. Plant & equipment
2. Materials and substances (incl COSHH)
3. Living Organisms (incl other people)
4. Working environment (incl buildings)
5. Methods of work
6. Ergonomics
7. Work organisation (incl home working)

### Those at Risk

1. Pregnant women and new mothers
2. Workers under 18
3. Operators
4. Trainees and new workers
5. Workers with disabilities
6. Lone workers
7. Contractors, maintenance and cleaning workers
8. Service users / visitors / general public
9. Council as an organisation

## Rating Risk

This policy has been structured using a Risk scoring system

$$\text{Risk} = \text{Likelihood} \times \text{Severity}$$

Likelihood
1. Very unlikely (not occurred in last 5 years)
2. Unlikely (not occurred in last 1 - 5 years)
3. Likely (occurred in last 6 – 12 months)
4. Very likely (occurred in last 1 – 6 months)
5. Certain (more than 1 per month)

Likelihood is the rate of something occurring, **not** the likelihood of someone getting hurt. Likelihood is influenced by:

- Frequency of exposure to hazard
- Duration of exposure
- Intensity of work
- Numbers exposed to hazard
- Environmental issues
- Effectiveness of existing control measures

Severity of an incidence can vary. We need to estimate the most likely outcome of severity, we do not take the worst case scenario.

Severity
1. Very minor injury (minor cuts/grazes). Very limited property damage/loss
2. More serious injury <3 days off work/incapacity (sprains, more serious cuts, bruising. Injury needing medical attention. Slight property damage/loss
3. RIDDOR reportable (HSE) injury/sickness (except fatality). More than 3 days off work. Significant property damage/loss
4. RIDDOR reportable (HSE) injury/sickness affecting more than one person (except fatality). Major property damage/loss
5. Single or multiple staff fatality. Catastrophic property damage/loss

*Note: RIDDOR stands for the reporting of injuries diseases and dangerous occurrences regulations 1995.*

KEPC Risk Assessment Policy

Adopted: 15 March 2015, Reviewed & Updated: May 2022

**Risk Matrix**

1 – 5	Low Risk
6 – 15	Medium Risk
16 – 25	High Risk

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

Council aim is to reduce or eliminate risks where possible, however risks over 15 are to be avoided wherever possible.

**Kemble & Ewen Risk Assessment 2020-21**

Updated: May 2020. Review: May 2021