

F&HDC Risk Assessment

FHDC RA 0143

Risk Assessment Explanatory Notes

This risk assessment has been compiled in accordance with an employer’s statutory duty to do so under the Health and Safety at Work act (1974) and complies with the Management of Health and Safety at Work Regulations (1999).

Severity Indices

1. Minor Injury = Abrasions, bruising, minor burns (reddening of the skin).
2. Significant Injury = Lacerations leading to blood loss, secondary burns (leading to blistering), sprains & strains, muscle & ligament injury, minor head injuries, acute representations of underlying conditions i.e. asthma, epilepsy, bronchitis illness, diabetes, hyper/hypothermia.
3. Serious Injury = Fractures, trauma leading to significant blood loss, head injuries leading to periods of unconsciousness, acute representations of underlying conditions such as angina.
4. Major Injury = Multiple fractures, spinal or cervical injury, multiple trauma, injury affecting respiratory system, head injuries leading to significant periods of unconsciousness, myocardial infarction, status epileptics / asthmatics.
5. Major Incident/Fatality = Single or multiple fatality or large numbers of injuries in cat 3-4.

Severity x Probability Values

	1	2	3	4	5
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

Key

GREEN : Acceptable Risk

YELLOW : Risk Acceptable with Adequate Control Measures

RED : Unacceptable Risk

Severity**Probability**

1	Minor Injury	1	Unlikely
2	Significant Injury	2	Possible
3	Serious Injury	3	Highly Possible
4	Major Injury	4	Probable
5	Major Incident/Fatality	5	Certainty

The probability and severity rating associated with each individual hazard, is calculated before the controls are put into place. Once the controls are in place, the hazard and its severity may not change, but the probability shall be reduced to an acceptable level.

It is the responsibility of the Council to ensure that its risk assessments are regularly reviewed. The review period will generally be annual unless there is significant change to the work activity. It is important that Managers carry out ongoing monitoring of work activities and any changes resulting in the escalation of either the severity or the probability rating of an identified hazard or the discovery of a new hazard are to be reported immediately to Corporate Health and Safety.

This risk assessment is based on the latest HSE and Government information / guidance around COVID 19 and the key areas.

Risk Assessment Details FHDC RA 0149 Version 1

Name of Assessor: **A. Clifford**

Name of Department/ Area being assessed: Infectious viruses - Use of the council chamber for public meetings, by officers, members of the public and Councillors.

Assessment Date: 19/7/2021

Hazard	To Whom	Consequences/ How affected	Severity	Probability	Risk	Control Measures	Severity	Probability	Risk	Action Required Where Risks are Not Adequately Controlled and other Comments
Virus – danger of infection	Employees Councillors Visitors	Being infected by surface or airborne infectious viruses such as Covid -19. Heightened “at risk” groups in attendance.	5	3	15	<p>Prior to meetings all touch points to be cleaned using a suitable antibacterial cleaner.</p> <p>Doors, windows (including doors) through to chairman’s room and those within the member’s area to be propped open at least 30 minutes prior to meeting. These should all remain open during the meeting.</p> <p>Entrance via rear door to stop congregating in the council member’s area.</p> <p>All attendees to be asked if they are displaying any symptoms of Covid-19 before entering. Anyone displaying symptoms will be unable to enter the meeting.</p> <p>Members of public to sign in with trace and trace app (or paper information taken if unable too).</p> <p>All to sanitise their hands upon entering the building.</p> <p>All allowed to enter 1 at a time to ensure movement is kept to minimum.</p> <p>Councillors and officers to sit in designated seating plan (1m+).</p> <p>Visitors to sit in 1m+ designated seats (limited numbers available).</p>	5	1	5	

Associated Reference(s) and Documents

Personal Protective Equipment at Work Regulations 1992
H&S Procedure HS-PP-38 Infections at Work
H&S Procedure HS-PP-30 Blood borne viruses
All other work related Risk Assessments and Safe Systems of Work.

Date for Review: Annual