

Portland Town Council Risk Assessment

“The greatest risk facing a local authority is not being able to deliver the activity or services expected of the Council.”

Risk assessment is a systematic general examination of conditions AND environmental factors that will enable the CVPC to identify any and all potential risks inherent in the place or practices. Based on a recorded assessment the CVPC should then take all practical and necessary steps to reduce or eliminate the risks, **insofar as is practically possible**, making sure that the General Public are made aware of the results of the risk assessment.

This document has been produced to enable the Parish Council to assess the risks that it faces and satisfy itself that it has taken adequate steps to minimise them. In conducting this exercise, the following plan was followed:

- ✍ Identify, the area to be risked assessed.
- ✍ Identify the potential risks.
- ✍ Evaluate, manage and control of the risk and record all findings.
- ✍ Review, assess and revise if

HIGH	Requires urgent attention
MEDIUM	Requires review
LOW	Requires no further action

ALLOTMENTS

Subject	Risk(s) Identified/ Injury	H / M / L	Management/Control of Risk/ Remedial action as required to reduce risk.	Risk after control H/M/L	Review/Assess/Revise
Communal pathways	Slips, trips and falls	M	Keep pathways mowed and clear of debris / annual strim	M	Routine inspections
Debris	Cuts and infection	M	Remove debris from site on a regular basis / First aid	M	Routine maintenance
Vermin and insects	Disease, bites and stings	L	Individual monitoring quarterly vermin control	L	Annual checks
Water storage	Collapse and trips	L	Specific water butts to be used / bowser / not drinking water	L	Routine checks
Water supply	Flooding	M	Visual meter checks on standpipes and piping	M	Monthly checks
Gates and fencing	Cuts, scratches and bruising	L	Visual check for defects	L	Periodic checks
Compost and Manure	Disease	L	Areas should be covered and maintained	L	Routine checks
Hedges and vegetation	Cuts, stretches and poison	L	Maintenance of all areas / Annual strim	L	Routine checks
Fire	Wood and petroleum	M	No bonfires / correct storage	L	Annual standing orders
Structures	Collapse and trips	L	Maintenance	L	Periodic inspection
Exposure	Hypothermia, sunburn and exhaustion	L	Ensure dress for conditions, let somebody know where you are. Take mobile phone if possible.	L	Annual standing orders
Chemicals	Burns and Leaks (environmental)	M	Correct storage and handling	L	Annual standing orders
Equipment	Quality and storage	L	Ensure tools are fit purpose and tidied away	L	Annual standing orders