

Ashton Hayes Parish Council /Rooms Meetings – Key Risks to be Assessed and Managed

RISK	IMPACT	LIKELIHOOD	MITIGATIONS
<ul style="list-style-type: none"> Inappropriate use of Parish Rooms facilities 	M	L	<ul style="list-style-type: none"> Users of the rooms to be advised of any special requirements or constraints for using the rooms e.g. turning lights off, use of heating system, locking up and access Users of the rooms to be asked by the Caretaker for the purpose of using the rooms. This is to ensure the planned activities are appropriate for the facilities Regular Clerk and Caretaker meetings identify and review any Risk issues for action necessary
<ul style="list-style-type: none"> Toilet facilities required 	L	M	<ul style="list-style-type: none"> Ensure toilet facilities are available and clean
<ul style="list-style-type: none"> Medical emergency 	M-H	L	<ul style="list-style-type: none"> Ensure an up to date first aid box is readily accessible Call 999 if in doubt
<ul style="list-style-type: none"> Fire 	H	L	<ul style="list-style-type: none"> Ensure all electrical & heating equipment is adequately maintained Ensure fire exit is clearly identified and free from obstructions
<ul style="list-style-type: none"> Carbon Monoxide poisoning 	H	L	<ul style="list-style-type: none"> Install Carbon Monoxide detector - Completed

IMPACTS

- H - Causes significant personal risk, life threatening
- M - Causes personal; distress or injury
- L - Short term discomfort

LIKELIHOOD

- H - 66-100% likely
- M - 33-66% likely
- L – 1-33% likely

Assessed by Ian Dossett March 2019
 Adopted on 8th April 2019
 To be reviewed April 2020