

Nynehead Parish Council

Risk Assessment Form

For Physical Assets

Item	Hazard	Control Measures	Date for review	Significant residual risk
Nynehead Memorial Hall	Deed of Trust for Hall or Managing Committee or charity fails, resulting in asset handed back to NPC		May 2024	No
Nynehead Jubilee Playing Field	Playing Field Committee or charity fails resulting in asset handed back to NPC		May 2024	No
Notice board-Memorial Hall	Structural damage causing injury	Insurance Annual inspection	May 2024	No
Notice board-East Nynehead	Structural damage causing injury	Insurance Annual inspection	May 2024	No
Notice board-Lower Nynehead	Structural damage causing injury	Insurance Annual inspection	May 2024	No
Bench – Lower Nynehead	Structural damage causing injury	Insurance Annual inspection	May 2024	No
Bench-Memorial Hall	Structural damage causing injury	Insurance Annual inspection	May 2024	No
Laptop	Theft or damage	Insurance	May 2024	No
Printer	Theft or damage	Insurance	May 2024	No
Telephone Kiosk	Theft or damage	Insurance	May 2024	No
Defibrillator at Nynehead Memorial Hall	Theft or damage	Insurance Monthly inspection, logged on Webnos website	Ongoing	No
Defibrillator at East Nynehead	Theft or damage	Insurance Monthly inspection, logged at defibrillator site.	Ongoing	No
Dog Bin in Memorial Hall Car Park	Failure by Somerset Council to empty the bin	Insurance	May 2024	No

Notes:

- 1 If using a 'Generic' risk assessment, Assessors and Managers are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are latterly identified they are to be recorded and the Generic assessment updated.
- 2 Only a reference to the safe system of work or simple description of the control measures is required. If the existing control measures reduce the risk to ALARP and the residual risk is considered not to be significant then no further assessment should be needed for the risk relating to that hazard.
- 3 If the risk assessment identifies the need for additional control measures, the risk relating to that hazard and any other hazard s affected by the change will need to be reassessed once the additional controls have been implemented.
- 4 Managers are to note that they are responsible for production of the risk assessment and that by completing this section they acknowledge ownership of the risk and that the risk assessment is suitable and sufficient. Signatures may be required by local procedures where hard copy risk assessments are used but are not necessary for soft copies as electronic signatures provide an audit trail.
- 5 Risk Assessments are to be reviewed:
 - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years)
 - where required by local instructions/procedures;
 - prior to use if the safe execution of the activity relies on:
 - a permit to work; or
 - stringent adherence to a safe system of work and/or supervision.
 - if there is reason to doubt the effectiveness of the assessment.
 - following an accident or near miss.
 - following significant changes to the task, process, procedure, personnel or line management.
 - following the introduction of more vulnerable personnel.

High	Common, regular or frequent occurrence.	3	3 Med	6 High	9 High
Medium	Occasional occurrence.	2	2 Low	4 Med	6 High
Low	Rare or improbable occurrence.	1	1 Low	2 Low	3 Med
Risk Matrix Likelihood X Severity			1	2	3
			Minor injury or illness.	Serious injury or illness.	Fatalities, major injury or illness.
			Low	Medium	High

High	Rigorous scrutiny of control measures required to ensure ALARP, Improve control measures where possible; consider s Conducting activities at this level of risk may require formal approval from the appropriate Duty Holder.
Medium	Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.
Low	Maintain control measures and review regularly or if there are any changes.

4th April 2024