

Risk Assessment in LCC

Why risk assess? What the law says....



Health and Safety at Work etc. Act 1974

- ❑ The employer **shall** “so far as is **reasonably practicable** ensure the health, safety and welfare of all employees.”
- ❑ To conduct undertakings in such ways so as to ensure, so far as is **reasonably practicable**, that other persons are not exposed to risks to their health and safety.



Management of Health and Safety at Work Regulations 1999

- ❑ The employer **shall** “ensure risk assessments are completed against all significant risks to which employees and others are exposed.”

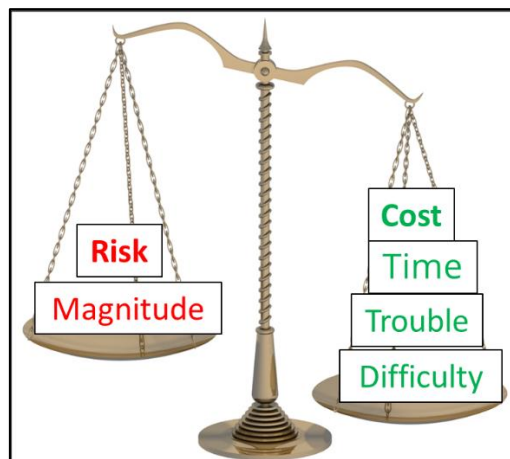
Standards of Compliance within the legislation



- ❑ Absolute Duty - ‘**Shall**’, ‘**Will**’ or ‘**Must**’ requires that something **MUST** be done.
- ❑ Practicable - if something is practicable, it must be done, if it is capable of being done, irrespective of cost, (inc. time, difficulty, & trouble).
- ❑ Reasonably Practicable- balancing cost against risk

Reasonably Practicable

A visual representation of weighing up the **RISK** to which employees and others are exposed, against the **COST** (including time, trouble and difficulty) required to reduce the risk.



The requirement to undertake Risk Assessment

An 'Absolute' Standard

The level of compliance to undertake a risk assessment under the Management of Health & Safety at Work Regulations is 'Absolute'.

No defence is available for any employer who fails to undertake a 'Suitable and Sufficient' risk assessment.



Risk Assessment - What is it??

What is a Risk Assessment?

It's nothing more than:

A careful examination of **what could cause harm** or damage to people, premises, plant and equipment.

So that:

You can weigh up whether you have taken **enough precautions - or should do more - to prevent harm** or damage.

What is a Hazard? What does that mean?

Anything with the potential to cause harm, i.e. injury or death (e.g. Using chemicals, Working with electricity, Moving vehicles, Working at height, Using work equipment).

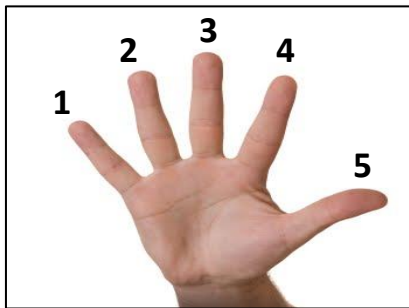


What is a Risk? What does that mean?

It is the chance/probability/likelihood (**High**, **Medium** or **Low**) that somebody will be harmed by that hazard.

(e.g. Will they fall from the ladder, will they get electrocuted, Will they be stuck by a moving vehicle, will they get cut or burnt or worse?)

The 5 Steps to Risk Assessment

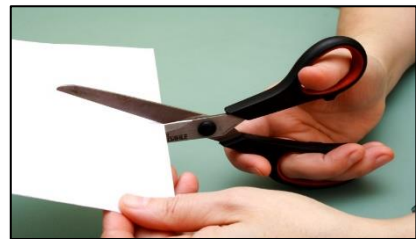


2. Decide **who** might be harmed, and **how**.
3. **Evaluate** the risks from the hazards and decide whether existing precautions are adequate.
4. **Record** findings.
5. **Regularly review** the assessment and revise as and when necessary.

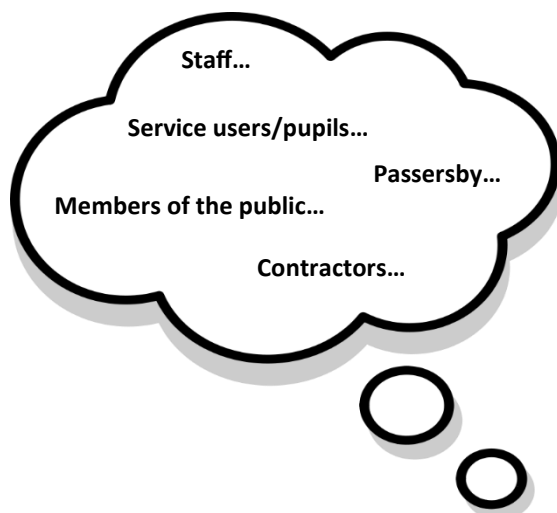
1. **Identify** the hazards.

Step 1: Identify the hazards

Think about the task, activity or event being undertaken, and identify any potential hazards that may arise.



Step 2: Who might be harmed, and how?



Step 3: Evaluate the Risks

To evaluate the risks, consider:

The severity of the harm (anything from death to a paper cut)

X

The likelihood of that harm occurring and to whom

How can we evaluate the risks?

To help us evaluate the risks associated with a task or activity, we can use a Risk Matrix:

Severity (S)	x	Likelihood (L)	+	Weighting (W)	=	Risk Ratings (R)	
Fatality = 5		Likely = 5		Apprentice/trainee/inexperienced staff member/young person (15-18yrs) = 5		20 +	Very High Risk
Injury (Specified injury / RIDDOR reportable) = 4		Probable = 4				15 - 19	High Risk
Injury (requiring treatment and/or 3 to 7 day absence) = 3		Possible = 3		Part-qualified/staff with less than 2yrs experience/persons aged 18-25yrs = 3		9 - 14	Medium Risk
Injury (requiring treatment and/ or absence less than 3 days) = 2		Unlikely = 2		Fully qualified/professional/ management/ and/or persons above 25yrs = 0		4 - 8	Low Risk
Minor Injury = 1		Very Unlikely = 1				1 - 3	Very Low risk

Severity x Likelihood + Weighting = Risk Rating

e.g. Severity of '3' x Likelihood of '4' + Weighting of '3'

Equals (3 x 4 + 3) a Risk Rating of 15.

A Risk Rating of 15 = High Risk.

We have our Risk Rating. So, what now?

Now we have our Risk Rating, start to think about ways we can reduce the Risk...

Can we...

Eliminate the Hazard, by not undertaking the task or activity? If we don't do it...there's no risk!

Substitute the task or activity with something else that presents a lower risk?

Isolate the hazard or **Reduce** the frequency the task or activity is undertaken?

Introduce **Safe Systems of Work** and **Good Housekeeping**. Provide **Information, Instruction, Training** and **Supervision**?

Provide **Personal Protective Equipment (PPE)**?

Step 4: Record the findings

Record your findings using the LCC Risk Assessment template, which will include:

- The activity or task being undertaken.
- The Hazards and Who might be harmed and how.
- The Risk rating for the activity or task.
- The controls measures that have been introduced.
- The revised Risk rating following the introduction of the control measures.

Travel / Transport / Driving any vehicle for work purposes					<p>Employees to complete the Driving Assessment Toolkit (DAT)</p> <p>Travel First Aid kits to be issued</p> <p>Travel Safety Kit to be issued</p> <p>Ensure Outlook electronic diary is up to date prior to leaving for / returning from any lone working activity.</p> <p>If using public transport, plan route in advance, allow plenty of time. If possible, report the injury to your line manager immediately and via EVOSAFE</p> <p>ICE contact details to be stored on mobile phones</p>			
Accident while on site					<p>No 'high risk' activities are to be carried out as a lone worker.</p> <p>If you feel that the level of risk to which you are exposed is not acceptable, stop - contact H&S Manager or H&S Team Leader.</p> <p>If you receive an injury which requires medical assistance, call 999, and let H&S manager / H&S Team Leader knows of the situation as soon as possible.</p> <p>EVOSAFE to be completed at earliest opportunity.</p>			
Loss of communication					<p>Ensure Outlook electronic diary is up to date prior to starting any lone working activity.</p> <p>Email Corporate H & S immediately before/after every Lone working activity.</p> <p>Ensure you carry a charged/ working Mobile phone (and a signal is available)</p> <p>If communication is lost during a high-risk activity and/or a dynamic risk assessment cannot adequately control the risks, (One or more of the above controls) immediately stop the task and get to a place you can re-establish contact with management.</p>			

Step 5: Review

The Health and Safety Executive (HSE) state:

'You must review the controls you have put in place to make sure they are working'

You should also review them:

- If they may no longer be effective.
- If there are changes in the workplace that could lead to new risks, such as changes to:
 - o staff

- a process
- the substances or equipment used
- ☐ If your workers have spotted any problems.
- ☐ After an accident or near miss.

LCC G1.2 Significant findings of Risk Assessment states:

'Risk assessments should be monitored and reviewed regularly (at least annually) and, in addition, after an accident / near miss, regardless of when the previous review was carried out.'

Objective recap

This has covered:

- ☐ The Legal context behind LCC's requirement to undertake risk assessments.
- ☐ The principles of Risk control.
- ☐ The 5 steps to Risk Assessment
- ☐ How to find and record a 'suitable and sufficient Risk Assessment using the Corporate Risk Assessment template.

