

Buxton with Lamas Parish Council Risk Assessment and control measures for Full Council meetings

Site/Area: Buxton Village Hall

Name & Position of person carrying out the risk assessment:	Signature:	Date: 13th May 2021
Score under 5 is low Between 5 -9 is medium 10 and above is high		

Risk = Severity x likelihood	
Severity rating	Likelihood
0 = No risk of contracting COVID19	0 = Zero to very low
1 = Small risk of contracting COVID19	1 = Very unlikely
2 = Medium risk of contracting COVID19	2 = Unlikely
3 = High risk of contracting COVID19	3 = Likely
4 = Major risk of contracting COVID19	4 = Very likely

Identification of hazard	Risk Level				Control procedure to reduce risk	Level of risk after implementation of control measure			
	High	Med	Low	N/A		High	Med	Low	N/A
Face to face meeting inside	16 (4 x 4)				<ul style="list-style-type: none"> • Doors and windows opened • One way in and out of the building • Face masks to be worn by all in attendance • Hand sanitiser used on entry and exit to the building • Attendees spaced out with 2 metre distance kept between people • Maximum numbers allowed to attend the meeting is 18 		4 (2 x 2)		

					<ul style="list-style-type: none"> • Signage placed in entrance instructing the use of hand sanitiser, the wearing of a facemask and the one-way system • Attendees allowed to remove masks only when speaking 				
Dirty Surfaces		4 (2 x 2)			<ul style="list-style-type: none"> • Clerk to bring antibacterial cleaner to wipe down the tables, Chairs and door handles before and after the meeting 			1 (1 x 1)	
Vulnerable people attending	16 (4 x 4)				<ul style="list-style-type: none"> • Same mitigations as Face-to-Face Meetings • Vulnerable people in attendance would have been eligible to have a Covid vaccination 		4 (2 x 2)		

Risk = Severity x likelihood

Severity rating

0 = No risk of contracting COVID19

1 = Small risk of contracting COVID19

2 = Medium risk of contracting COVID19

3 = High risk of contracting COVID19

4 = Major risk of contracting COVID19

Likelihood

0 = Zero to very low

1 = Very unlikely

2 = Unlikely

3 = Likely

4 = Very likely