

Method of Scoring Risk Assessments

The following shows how the risk of each hazard is scored.

	Possible (2)	Medium (3)	High (6)	Very high (9)
		Low (2)	Medium (4)	High (6)
		Very low (1)	Low (2)	Medium (3)

The Council's Risk Management Policy is on the website - <https://downtonparishcouncil.gov.uk/main-council/policies>. It requires an annual review of the Risks listed in the registers; the Council decided that this review would be undertaken by the entire Council. The following summarises Steps 3 through to 5 of that policy – please consult the policy for the complete description.

Members are to review the 'Controls in Place' to ensure they exist, they relate to and mitigate the Risk Identified [Step 3 from the Risk Management Policy]

In line with the Risk Management Policy [Step 4: Decide on Any Further Action to be Taken] for risks rated as Red or Amber the Members will need to decide, for each one, which one of the four main control options apply:

- Terminate the risk – take a decision to discontinue the activity.
- Transfer the risk – the risk is 'passed' on e.g. to an insurer.
- Treat the risk – put in place additional effective controls to reduce the impact or likelihood.
- Tolerate the risk – accept the risk but continue to monitor and evaluate.

The chosen control option should be listed in the 'Additional Controls Required' together with any additional controls that are required.

Note [Step 4: Decide on Any Further Action to be Taken] that any Additional Controls required could need to be reviewed and re-considered by the Parish Council before the Clerk develops an implementation plan (includes scoping, determining resources (time, effort, funds) required for agreement by Council Resolution.



Topiary Cuckoo Sculpture as a 'temporary' installation for 2 years.

A topiary Cuckoo, purchased by the Downton Society for 'Downton in Bloom' will be placed on the Borough Green, Downton opposite the Memorial Centre. The Cuckoo is constructed from privet topiary on a wire frame and sits on a branch (also made out of wire), on top of a black oblong planter. The installation will be fixed to the ground to reduce the likelihood of it 'toppling over'.

Topiary Cuckoo will be in place from July 2021

REF	Activity	Risk/Hazard Description	Who is at risk / Risk Category	Risk Score				EXISTING CONTROLS Key points	FURTHER ACTIONS if required Key points	RISK OWNER	REVIEW DATES	
				Impact	Likelihood	Risk Rating	Red / Amber / Green				LAST	NEXT
TCS.1	Falling Objects (ie. Cuckoo unbalanced, falling over, planter underneath unbalanced)	Members of the public Grass cutting contractors Volunteers watering/caring for the Cuckoo	All in categories	2	1	2	Green	Planter supporting the Cuckoo to be fixed into the ground to avoid any movement. Sign to remind members of the public not to touch the structure or to climb on it. Grass cutting contractors informed that the structure is in place and to ensure that the necessary precautions are taken to ensure machinery does not touch the Cuckoo.	Weekly visual checks to ensure the installation is secure and has not been tampered with in any way. Any concerns, changes contact the parish clerk. After high winds or heavy rain, check structure is still stable.	Parish Council	July 21	Jan 22
TCS.2	Slipping or tripping	Members of the public Visually impaired/blind people Grass cutting contractors	All	2	1	2	Green	Installed on the Borough Green, a good distance from the pedestrian path used by members of the public. Installation is large and very visible and the risk of someone tripping over it is low as the nature of the structure will lend itself to making it visibly 'obvious'. Brackets for planter to be installed in the ground to be removed when Cuckoo is moved so that all trip hazards are removed.	Additional signs/fencing installed. Blind or partially sighted members of the public are often accompanied by either a close friend/carer or a guide dog who will steer them away from any potential danger. Those who are more independent and walk alone use a white walking cane to help alert them to any obstacles. Children, particularly primary school children should be supervised by parents/carers.	Parish Council	July 21	Jan 22
TCS.3	Unstable surfaces	Members of the public, children People might climb onto the structure or pull at it and fall or the structure fall on top of them.	All	2	2	4	Amber	Sign installed to advise members of the public not to touch it or climb on it. Prominent and very visible location with traffic passing frequently throughout the day.	Advise parents to supervise children. The structure does not lend itself to being climbed upon. In general public artworks are not climbed and trampled over, particularly in a very visible area such as this prominent location in the village with passing traffic.	Parish Council	July 21	Jan 22

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TCS.4	Installation – delivery of parts and unloading, removal	Volunteers Members of the public Contractors	All	2	2	4	Amber	<p>Unloading and carrying of Cuckoo will be carried out by at least three volunteers, wearing hi-vis jackets on the Green.</p> <p>Contractor involved in securing the structure to the ground will work to their own company risk assessment.</p> <p>The assembly of the brackets will mostly consist of attaching pre built sections together and will not be labour intensive.</p> <p>Installation and assembly arranged at a time to avoid school drop off and pick up times, so that the Borough Green is as quiet as possible with low traffic and few pedestrians.</p> <p>Volunteers reminded of manual lifting techniques and general self-care.</p>		Downton Society	July 21	Jan 22
TCS.5	Maintenance – watering, clipping, additional compost	Volunteers Members of the public Contractors	All	2	1	2	Green	<p>All materials used not to be left unattended.</p> <p>All tools used not to be left unattended.</p> <p>Site check to be made on completion and all tools, materials and clippings to be removed from site.</p> <p>Maintenance to be carried out only when grass cutting contractors are not cutting the Borough Greens.</p>		Downton Society	July 21	Jan 22