

Draft Risk Assessment							
Winter Maintenance -				Assessment Date: 11.12.23	Review Date: December 2024		
Hazard	Risks arising from hazards	Who is at risk/ risk category	Risk Score $I \times L = RS$	Existing Controls	Further action required to reduce risk to an acceptable level	Person responsible	Target Date
Storage of Salt	Environmental damage due to leakage onto ground. Loss of salt due to incorrect storage.	Land & Property Legal Environmental	$2 \times 3 = 6$	Salt stored in plastic bins.	Review of quantity during winter, and prior to it running out.	Caretaker & Market Officer Agency Staff	Ongoing
Carrying of Salt (manual handling)	Physical injury	Staff Physical Legal	$2 \times 3 = 6$	Manual handling training provided. Salt to be transported by spreader where possible. Salt spreading to be carried out using shovels.	Refresher manual handling training.	Caretaker & Market Officer Agency Staff	Ongoing
Gritting	Physical injury or damage to property	Staff, property Physical Legal Finance	$2 \times 3 = 6$	Where possible salt should be spread using suitable equipment (shovels) Excess use of salt should be avoided. C&MO & Agency Staff should review the route prior to gritting to identify any areas where extra care is required.	Snow clearance guidance notes / training to be provided via HSE guidance / NTC policy	Caretaker & Market Officer Agency Staff	Ongoing

Risk Assessment							
Hazard	Risks arising from hazards	Who is at risk/ risk category	Risk Score $I \times L = RS$	Existing Controls	Further action required to reduce risk to an acceptable level	Person responsible	Target Date
Manual salt spreader	Physical injury / damage to property	Staff, Public, Property Physical Legal Financial	$2 \times 3 = 6$	Manual handling training provided. Spreader should be used when possible	Snow clearance guidance notes / training to be provided. Equipment to be checked prior to start of winter maintenance season.	Caretaker & Market Officer Agency Staff	Ongoing
Manual removal of snow	Physical injury & fatigue	Staff, public Physical Legal Financial	$2 \times 3 = 6$	Manual handling training provided. Market Staff instructed to be pedestrian aware and to stop work if someone approaches. Market Staff to take regular breaks.	Refresher manual handling training required. Snow clearance guidance notes / training to be provided.	Caretaker & Market Officer Agency Staff	Ongoing
Cleared snow	Damage or obstruction of property	Property Physical Financial	$2 \times 2 = 4$	Prior to snow clearing, route to be walked and assessed to identify where there is open space into which snow can be deposited. Cleared snow should not obstruct access to property, or be piled up against trees, vehicles etc.. Always clear snow prior to gritting if possible.	Snow clearance guidance provided via HSE guidance / Policy	Caretaker & Market Officer Agency Staff	Ongoing

Risk Assessment							
Hazard	Risks arising from hazards	Who is at risk/ risk category	Risk Score $I \times L = RS$	Existing Controls	Further action required to reduce risk to an acceptable level	Person responsible	Target Date
Cold / wet weather including poor visibility	Physical injury	Staff Physical Legal	$3 \times 3 = 9$	<p>Market staff responsible for ensuring they wear suitable protective clothing (high vis jackets). Staff advised to wear both gloves and hat.</p> <p>Market Staff to take regular breaks.</p> <p>CMO provided with mobile phone</p> <p>staff instructed to keep in regular contact with Market Manager</p>	Snow clearance guidance notes to be provided via HSE and NTC Policy	Caretaker & Market Officer Agency Staff	Ongoing
Salt	Skin irritation / damage to property	Staff Physical	$2 \times 2 = 4$	<p>CMO & Agency Staff must always wear gloves (supplied) when handling salt.</p> <p>Cleared snow should not obstruct access to property, or be piled up against trees, vehicles etc..</p>	Snow clearance training / guidance notes to be provided via HSE and NTC Policy	Caretaker & Market Officer Agency Staff	Ongoing

Risk Assessment							
Hazard	Risks arising from hazards	Who is at risk/ risk category	Risk Score $I \times L = RS$	Existing Controls	Further action required to reduce risk to an acceptable level	Person responsible	Target Date
Lone working	Increased danger of physical injury	Staff Physical Legal	$3 \times 3 = 9$	CMO & Agency Staff should avoid working on their own for snow clearing and gritting. Mobile phone provided should be with CMO and switched on at all times.	Procedure to ensure regular breaks and contact kept with office to be put in place.	Caretaker & Market Officer Agency Staff	Ongoing
Slips, trips & falls due to ice or compacted snow	Physical injury	Staff, Public Physical Legal	$2 \times 3 = 6$	CMO & Agency Staff should ensure they clear away all equipment and leave the area safe with no trip hazards. Snow and ice should be completely removed using a suitable snow scraper or shovel. Snow should not be brushed and water should not be used to clear snow or ice as it will create black ice. Carrying of buckets or bags of salt should not be avoided. Where use possible a spreader or shovel.	Snow clearance training / guidance notes to be provided.	Caretaker & Market Officer Agency Staff	Ongoing

Signed _____ N McMahon _____ Date _____ 11.12.23 _____

RISK / PRIORITY INDICATOR KEY

SEVERITY (CONSEQUENCE)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

LIKELIHOOD
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

RISK / PRIORITY INDICATOR MATRIX						
LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		SEVERITY (CONSEQUENCE)				

SUMMARY		SUGGESTED TIMEFRAME
12-25	High	As soon as possible
6-11	Medium	Within next 3-6 months
1-5	Low	Whenever viable to do so