



# Mid Yorkshire Advanced Motorists

## Risk Assessment



<b>ACTIVITY</b>	Attending marketing events		
<b>ASSESSOR</b>	David Rushfirth – Chief Observer		
<b>OUTCOME</b>	49	Tolerable	Use basic control measures and monitor activity

<b>PEOPLE AT RISK</b>	<b>Category</b>	<b>Tick if at risk</b>
	General Public	✓
	Volunteers	✓
	Members/Candidates	✓
	Others	

<b>ISSUE DATE</b>	21 <sup>st</sup> November 2019
<b>NEXT REVIEW DATE</b>	November 2020

Severity		Likelihood	
Description	Score	Description	Score
Minor injury	1	Event unlikely to happen, but possible	1
Injury causing less than three days off work	3	About even chance an event may happen	3
Over three days off work, major injury, or a fatality.	5	Highly likely, or almost certain an event will happen	5

**Multiply the severity score by the likelihood score to produce an overall assessment:**

Result of overall risk grading: < 20 = Low	21 to 50 = Tolerable	51 to 110 = Moderate	111 to 225 = Substantial
--	----------------------	----------------------	--------------------------

Low	No action
Tolerable	Use basic control measures and monitor activity
Moderate	Reduce the risk wherever possible and monitor activity
Substantial	Reduce the risk, or cancel the activity/action that produced this risk assessment result

### **The Risk Assessment process**

A risk assessment is carried out to evaluate the likelihood of harm occurring due to a hazard and how severe that harm could be. The process identifies the hazards involved, then assess them.

There will be times when the risk is so high that it would be considered dangerous to carry on with the activity – e.g. conducting an Observed run in snow. There are also activities where there is a real risk of injury, but which have a very low injury level – e.g. handling sheets of paper runs the risk of “paper cuts” to the fingers.

The result is that the risks are managed downwards by the control measures considered for that purpose. The control measures must be implemented.

Hazard	People at Risk	Severity	Likelihood	Overall risk	Control measures and comments	Adequate controls in place (Yes/No)	If not, date for their introduction
Manual handling during setting up/dismantling stand/etc.	Volunteers	3	3	9	<ul style="list-style-type: none"> <li>Equipment provided specified to be lightweight as far as possible.</li> <li>Volunteers advised to use help/equipment to carry any heavy items.</li> <li>Items brought as close to stand in a vehicle as is safely possible.</li> <li>MYAM caravan to be pre-stocked to avoid need for movement of paper leaflets stock, etc. at the event.</li> </ul>	Yes	
Transporting people/items on site	All	5	1	5	<ul style="list-style-type: none"> <li>All drivers trained to advanced level.</li> <li>Speeds deliberately to be kept very low on the event site. Observe any site speed limits.</li> <li>Use of vehicles for this purpose kept to a minimum – other means of transport used where realistic.</li> <li>Organisers arrangements should be adhered to before/during/after the event.</li> <li>Items not placed “loose” where any realistic risk of movement exists.</li> </ul>	Yes	
Crowd crush	All	5	1	5	<ul style="list-style-type: none"> <li>Volunteers allowed to close the stand/event if crowd levels becoming unmanageable.</li> <li>Organisers advice observed.</li> </ul>	Yes	
Assault (for cash)	Volunteers	3	1	3	<ul style="list-style-type: none"> <li>Low, or no cash kept on our stand.</li> <li>Volunteers advised not to defend cash because of personal risk.</li> <li>Volunteers should not operate alone.</li> </ul>	Yes	
Effects of weather	All	5	1	5	<ul style="list-style-type: none"> <li>Volunteers empowered to abandon event if conditions dictate.</li> <li>Caravan/gazebo etc. to be used where poor weather conditions are expected.</li> <li>Wear appropriate clothing to cover range of weather conditions expected.</li> </ul>	Yes	
Electrics	All	5	1	5	<ul style="list-style-type: none"> <li>The MYAM caravan has integral electrics to unit, tested at each annual service.</li> <li>The MYAM generator may be used where local power is not available.</li> </ul>	Yes	

Hazard	People at Risk	Severity	Likelihood	Overall risk	Control measures and comments	Adequate controls in place (Yes/No)	If not, date for their introduction
					<ul style="list-style-type: none"> <li>The generator must be secured to the caravan using the security chain and the feed cable secured and placed such that it does not create a trip hazard.</li> </ul>		
Fire	All	5	1	5	<ul style="list-style-type: none"> <li>Where used, the MYAM generator must be inspected regularly whilst running.</li> <li>The caravan is equipped with a fire extinguisher.</li> <li>Petrol can to be stored in the caravan external locker at all times.</li> </ul>	Yes	
Slip/trip	All	3	3	9	<ul style="list-style-type: none"> <li>Cables covered and routed away from areas where walking takes place wherever possible</li> <li>Flat areas of ground chosen for the stand wherever possible.</li> <li>Tables, or other items, etc. placed to cover uneven areas where possible and as long as it is safe to do so.</li> </ul>	Yes	
Fatigue	Volunteers	1	3	3	<ul style="list-style-type: none"> <li>Adequate volunteers available to allow for breaks for all attendees.</li> <li>Adequate breaks to be taken.</li> <li>“Staffing” arranged to avoid excessively long working hours for individual volunteers.</li> </ul>	Yes	
<b>Calculated risk</b>				<b>49</b>			