



## Risk Assessment Form

Please complete the following and return to Governance and Information Manager for submission to Insurer

The following matrix is used in Risk Analysis and Assessment:

		CONSEQUENCES				
			Insignificant 1	Minor 2	Moderate 3	Major 4
LIKELIHOOD	Almost Certain A	Medium	High	High	Extreme	Extreme
	Likely B	Medium	Medium	High	High	Extreme
	Possible C	Low	Medium	High	High	High
	Unlikely D	Low	Low	Medium	Medium	High
	Rare E	Low	Low	Medium	Medium	High

<b>Task or Issue Hazard</b>	<b>Person affected / Location</b>	<b>Risk Rating</b>	<b>Risk Control Measures</b>	<b>By Who &amp; When</b>	<b>Notes / Additional Planned Controls</b>
<p><b>Hazard:</b> Concrete Footpath</p> <p><b>Risk:</b> Tripping over and causing injury</p>	<p>All Street Store Holders</p> <p>Leading into Street Store entry - only 1 metre wide.</p>	<p>C1 Medium</p>	<p>Existing Building's determined width of path which also included in the metre is a stormwater drain</p>		<p>Use signage and make Street Store holders aware</p>
<p><b>Hazard:</b> Tables &amp; A-frame Metal Sign</p> <p><b>Risk:</b> Injury to pedestrians walking by that may trip and fall</p>	<p>Street Store Attendees</p> <p>On front Pathway</p>	<p>C2</p>	<p>Remove Metal A-Frame and leave tables</p>		<p>Metal A-Frame is heavy for the store- holders and is a danger</p> <p>Discuss issues with street store holders</p>
<p><b>Hazard:</b> Floor Level changes</p> <p><b>Risk:</b> Tripping and causing Injury</p>	<p>All Street Store Holders</p> <p>Inside street store</p>	<p>C2</p>	<p>Use High Visible Tape</p>		<p>Inform Street Store Holders</p>
<p><b>Hazard:</b> Electric Heaters</p> <p><b>Risk:</b> Fire</p>	<p>Street Store Holders</p> <p>Inside Building</p>	<p>C1</p>	<p>Be aware when heater is on, do not place any flammable materials near the heater</p>		<p>Inform street store holders of the dangers</p>