

Risk Assessment

Liability Risk Assessment & Control Recommendations

[Enter Event Name, Date & Time]

Task / Activity/Asset	The Risk	Risk Assessment		Risk Rating (III)	Control Measures	Person Responsible	Completion Date
		Likelihood (I)	Consequence (II)				
<p>List the individual tasks or activities.</p> <p>For risk assessments on Council assets - list the Council asset involved.</p>	<p>Identify the range of potential Risks associated with each task/activity. What can happen? How can it happen?</p>	<p>Used as a qualitative description of probability or frequency.</p>	<p>The outcome of an event expressed qualitatively or quantitatively, being a loss, injury, disadvantage or gain.</p>	<p>The likelihood and the Consequences of a Risk occurring</p>	<p>Identify suitable control measures for each identified Risk taking into consideration the Risk Rating.</p>	<p>The person given the responsibility to implement and/or manage the Control Measures.</p>	<p>The date the intended Controls will be implemented and/or managed.</p>

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Risk Assessment completed by: _____ Date: _____

Risk Assessment Matrix		Consequences				
		Negligible No injuries or not requiring first aid	Minor First aid needed	Moderate Medical treatment	Major Serious injury	Severe Death or permanent disability.
Likelihood	Certain to occur Expected to occur in most circumstances	Medium 8	High 16	High 20	Extreme	Extreme
	Very Likely Will probably occur in most circumstances	Medium 7	Medium 12	High	Extreme	Extreme
	Possible May occur occasionally	Low 5	Medium 10	Medium	Extreme	Extreme
	Unlikely Could happen at some time	Low 2	Low 4	Medium	High	High
	Rare May happen only in exceptional circumstances	Low 1	Low 3	Medium	Medium	Medium

Risk Level	Recommended Actions
Extreme 23 - 25	This rating level is not acceptable Report immediately to Senior Management Consider alternative activity unless controls implanted Develop specific Treatment /Action Plan for immediate action Allocate actions and budget for implementation within 1 month Report to Senior Management on effectiveness of control
High 14 - 22	Develop and implement a treatment /action plan for high risks Consider alternative activity unless controls implemented Allocate Action and budget to minimise risk, monitor Report to Management on effectiveness of control
Medium 6 - 21	Develop and implement action plan for medium risks Allocate action/budget to minimise risk where control inadequate Consider additional controls
Low 1 - 5	Accept and monitor low priority risks Manage risks by routine procedures and monitor

Hierarchy of Controls

Priority	Control Method
1	Eliminate the hazard
2	Substitute safer equipment/processes
3	Isolate the hazard
4	Use engineering controls
5	Use administrative controls
6	Use personal protective equipment