



**NASH MILLS**  
PARISH COUNCIL

## Remembrance Day v3 Oct 2021

|                  |               |
|------------------|---------------|
| Adopted          | November 2021 |
| Agenda Reference | 21/163/FPC    |
| Review Date      | SEPT 2022     |

### Introduction

NMPC usually conduct a small memorial service at the memorial gardens. Due to the easing of coronavirus restrictions events with mitigation's are now permitted. NMPC are following the lead of the district council and as our event is outside the risks are deemed negligible as long as all social distancing requirements are undertaken, and the steps taken below are adhered to.

Guidance has been taken from here [Coronavirus \(COVID-19\): guidance and support - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/coronavirus-covid-19-guidance-and-support) and following reference to our insurer. Email response confirming cover received 20<sup>th</sup> October 2021.

Please note that the tables below may cause issues should you use a screen reader. They highlight the risk matrix and can be made available in a different format if required.

### Details to complete the Risk Assessment

STEP 1: Rate hazard - assign a letter from A to C to denote the SEVERITY of harm or consequence of the hazard

|   |  |   |
|---|--|---|
| A<br>death<br>major injury<br>major damage or major loss to property/equipment/corporate reputation | B<br>serious over-3-day injury<br>damage to property/equipment | C<br>minor injury<br>minor damage to property/equipment |
|---|--|---|

STEP 2: Rate risk/Likelihood - assign a number from 1 to 3 to denote the LIKELIHOOD of the event causing the risk to be realised

|                                |                                     |                                 |
|--------------------------------|-------------------------------------|---------------------------------|
| 1<br>extremely likely to occur | 2<br>frequent/often/likely to occur | 3<br>slight chance of occurring |
|--------------------------------|-------------------------------------|---------------------------------|

STEP 3: Use the combination in the risk rating chart to link to the action criteria

| Likelihood                    | Severity  |             |            |
|-------------------------------|-----------|-------------|------------|
|                               | Major = A | Serious = B | Slight = C |
| Extremely likely to occur = 1 | A1        | B1          | C1         |
| Likely to occur = 2           | A2        | B2          | C2         |
| Unlikely to occur = 3         | A3        | B3          | C3         |

Action criteria:

|               |   |
|---------------|---|
| VERY HIGH     | Very high priority - Unacceptable risk: must receive attention - stop work activity or remove/reduce risk immediately |
| HIGH PRIORITY | High priority - Urgent: must receive attention as soon as possible to remove/reduce hazard or risk                    |
| MEDIUM / HIGH | Medium/high priority: Must receive attention to remove/reduce hazard or risk  |
| MEDIUM        | Medium priority: Should receive attention to remove/reduce hazard or risk   |
| LOW           | Low priority - remove/reduce hazard or risk after other priorities  |
| VERY LOW      | Very low priority - remove/reduce hazard or risk after other priorities   |

| Hazard  | Rate Hazard | Rate Risk /Likelihood | Action Criteria |  | Precautions- Preventive Measures Required / Actions Required / Controls in place  |
|---|-------------|-----------------------|-----------------|--|---|
| Walking to venue, potential for accident            | C           | 3                     | C3              |  | <ul style="list-style-type: none"> <li>Member to ensure highways safety is considered</li> <li>Footpath to be used</li> <li>Safety to be considered if parking and crossing the road</li> <li>Cross at a safe, appropriate distance from the junctions</li> </ul>   |
| Uneven surface/slips/ trips fall                    | C           | 3                     | C3              |  | <ul style="list-style-type: none"> <li>Check weather forecast</li> <li>Check conditions underfoot</li> </ul>  |
| Unstable memorial                                   | A           | 3                     | A3              |  | <ul style="list-style-type: none"> <li>Memorial is signed off after restoration works</li> </ul>  |
| Touching contaminated surfaces                      | A           | 3                     | A3              |  | <ul style="list-style-type: none"> <li>Member attending should ensure that any surface touched is either wiped down or hands sanitised</li> <li>Safe hand hygiene to be practised</li> <li>Member should be the only person touching the wreath (other than when the wreaths are moved by the warden)</li> <li>Warden to work within the parameters of his existing risk assessment in relation to safe working practises and covid-19 risk when moving the 'Tommies' and moving any wreaths/poppies or other items at the memorial.</li> </ul>   |
| Contravention of current Govt. covid-19 guidelines. | A           | 3                     | A3              |  | <ul style="list-style-type: none"> <li>Formal event to be undertaken.</li> <li>Social distancing to be in place and spaces marked by lead Cllr.</li> <li>Poster to be placed on gates by lead Cllr.</li> <li>Orders of service to be available online for self-download.</li> <li>All attendees to be advised that social distancing will remain in place, 2m and 2m plus should live music be played. Trumpeter to be placed at a suitable, safe distance.</li> <li>School to be invited but under the terms of their own risk assessment.</li> <li>Clerk to advise all usual attendees that NMPC will be holding an event with necessary precautions.</li> <li>Facebook to be updated notifying residents and advising of precautionary steps (lateral flow test, safe hand hygiene, social distancing)</li> <li>Attendees to be advised not to attend should they be exhibiting any symptoms or if they have been in contact with someone suffering from Covid-19, negative lateral flow test prior to attendance advisable.</li> <li>Own mask wearing encouraged should attendees feel it is necessary</li> </ul> |
| Close contact with non-family members.              | A           | 2                     | A2              |  | <ul style="list-style-type: none"> <li>Clerk to advise all usual attendees that NMPC will be holding an event</li> <li>Member placing wreath to practise safe hand hygiene</li> <li>Member attending to be aware of Govt. guidance in relation to social distancing/face coverings/washing hands/use of sanitiser</li> <li>Any vulnerable participants may choose to attend at an alternative time</li> <li>Should other parties be present, and Member is unable to practise safe social distancing then another opportunity to attend should be chosen</li> </ul>   |