

RISK ASSESSMENT FORM

Item No	Event or Group	Willoughby Flood Action Group				Subject of Assessment	Risks associated with flood incident management and control
						People at Risk	FLAG volunteer wardens, members of the public (i.e. drivers and pedestrians)
	Location	Willoughby village – Main Street, Lower Street and Moor Lane				Date	25th September 2025
	Activity Group	Activity Area	Hazard / Risk	Health and Safety Impact (1 = low, 5 = high)	Likelihood of occurrence (1 = low, 5 = high)	Overall Risk after Control measures implemented (1 = low, 5 = high)	Control Measures
			1 / 2 / 3 / 4 / 5	1 / 2 / 3 / 4 / 5	1 / 2 / 3 / 4 / 5		
1.a	Wardens	Equipment - Lifting heavy items, e.g. signs, sandbags, barriers	<ul style="list-style-type: none"> • Strain on muscles • Injury from dropping • Trapping of hands 	4 3 3	3 2 2	2 2 1	Educate on proper method of lifting Wear appropriate shoes Ensure suitable gloves are worn
1.b	Wardens	Interaction with public	<ul style="list-style-type: none"> • Abuse from pedestrians 	2	2	1	Polite advice to be given on dangers associated with flooding
1.c	Wardens	Assisting residents in their homes Note. Residents should also be reminded to follow the guidance set out in the "Flooding Leaflet For Residents – February 2024.pdf"	<ul style="list-style-type: none"> • Injury resulting from moving furniture to higher levels • Electric shock and/or gas inhalation, if property flooded • Touching items contaminated by sewage 				Educate on proper method of lifting Be aware of any electrical appliances near to or contaminated by water. Also, be aware of potential gas leaks. Ensure suitable gloves and face masks are worn and washed or disposed of after use.

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2	Pedestrians	Walking on footpath/roadway	<ul style="list-style-type: none"> Falling /slipping due to lack of visibility of water hazards 	4	2	1	Advice to pedestrians where hazards and depth of water occur
			<ul style="list-style-type: none"> Splashing from passing vehicles causing slips and falls 	2	2	1	Advice to pedestrians when vehicles are near by
3.a	Vehicle drivers	Drivers driving into flood waters	<ul style="list-style-type: none"> Engine flooding: drivers exit vehicle and enter flood water resulting in falls or other injury 	4	3	2	Deployment of signs Advice to drivers of risks Advice to drivers not to enter
3.b	Vehicle drivers	Drivers travelling too fast	<ul style="list-style-type: none"> Creates a bow wave with a risk to pedestrians and adjacent properties 	4	2	2	Deployment of signs Advice to drivers of risks of speed and consequences Advice to drivers not to enter

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3.c	Vehicle drivers	Drivers veer into the brook	<ul style="list-style-type: none"> Drivers exit vehicle and enter flood water resulting in falls or other injury 	4	2	2	Deployment of signs Advice to drivers of risks Advice to drivers not to enter Wardens to highlight and/or identify the kerb positions
4	Water course maintenance	Clearance of vegetation	<ul style="list-style-type: none"> Loss of footing whilst wading in the water, resulting in falls or other injury 	3	3	2	Suitable clothing and footwear to be used
			<ul style="list-style-type: none"> Ingesting water resulting in stomach illness 	4	2	2	Care to be taken to ensure water is not ingested by splashing or transfer from hands
			<ul style="list-style-type: none"> Risk of injury whilst using clearance tools 	4	2	2	Proper use of tools and training where necessary

ACTION; CONTROL MEASURES REQUIRED TO REDUCE RISKS TO ACCEPTABLE LEVEL

Item No	Further Action necessary to control risk	Action By	Date to be Completed	Revised overall risk

1	Monitoring of water levels	Ant and Bert	N/A	1/2
2	Mobilising the FLAG when water levels warrant deployment of signs, etc	Any Member	N/A	1/2
3	Advise those vulnerable residents of risk of water ingress to properties	Any Member	N/A	1/2

Assessors Signature:	Name:
	Date:

Health and Safety Impact

Very Low - 1	Low – 2	Medium - 3	High - 4	Very High - 5
Insignificant threat of harm or ill-health	Potential for minor injury or ill-health	Potential for significant injury or ill-health	Potential for serious injury or ill-health	Potential for fatality or life changing injury

Likelihood

Very Low - 1	Low – 2	Medium - 3	High - 4	Very High - 5
< 5% chance of occurrence. Very unlikely to occur.	< 25% chance of occurrence. Unlikely to occur	25 – 50% chance of occurrence. Fairly likely to occur	51 – 75% chance of occurrence. More likely than not to occur	> 75% chance of occurrence. Almost certain to occur.