

4.4

# **DRIVERS' RISK ASSESSMENTS**

Initially conducted on 9 Jan 2014 and annually thereafter with the assistance of Steve Farr, Trevor Summers and Matt Barnes

**Last Reviewed October 2023** 



<b>Department:</b>	Drivers	Date:	10 October 2023
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Review Date

October 2024

Completed by: Simon Rogers Consultant assisted by Matt Barnes

Sheet number:	1	Area of Activity		Competence 1								
Hazard Persons Description at Risk		Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Actio n By	Completion Date	Risk Rating on enhanced controls			
			P	S	RR				P	S	RR	
DRIVER COMPETENCE	Drivers,	Pre-recruitment				It is acknowledged that vehicle						
	passengers,	Experienced drivers				accidents <b>can</b> arise, but in view of						
and <b>PERFORMANCE</b>	other road users,	recruited	2	3	6	the extensive control measures put						
		• Driver Training				in place and maintained – including						
injury arising from a	members of the	Driver Assessment and				Driver Training						
lack (inadequate) of for	public	Test Drive				- the Risk Rating is believed entirely						
example		Licence and PCV				appropriate. Moreover, historical						
		entitlement inspection				driver/accident performance does						
		Medical enquiry				not support a higher Risk Rating						
		On starting										
		• Individual Drivers'										
		Handbook issue										
		• Route learning										
		• Low bridge										
		information										
		Ongoing management										
		• 3 monthly licence and										
		PCV entitlement re-										
		inspection										
		• Journey planning										

## Probability Rating (P) with Guide

- 1 = Improbable (hardly if ever)
- 2 = Remote (< annually)
- 3 = Possible (annually)
- 4 = Probable (monthly)
- 5 = Likely (weekly)

## Severity Rating (S) with Guide

- 1 = First Aid Injury
- 2 = Minor injury (say 3 days off work)
- 3 = Major injury
- 4 = Permanent incapacity or death

- 1 6 Low, Acceptable risk. Any remedial measures helpful rather than essential.
- 8 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.



<b>Department:</b>	Drivers	Date:	10 October 2023

Review Date October 2024 Completed by: Simon Rogers Consultant assisted by Matt Barnes

Sheet number:	2	Area of Activity				Competen	ce 2				
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
DRIVER COMPETENCE		Periodic Driver	2	3	6	No significant risk with controls in					
and <b>PERFORMANCE</b>		Assessment				place					
continued		Walk round vehicles daily									
		defect procedure -									
		written sheets and									
		recorded (monitored)									
		Bad weather advice/									
		support									
		Rigid Tachos control									

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Sheet number:	3	Area of Activity		Competence 3								
Hazard Description	Persons at Risk	Current Controls		Risk Rating on current controls		Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls			
			P	S	RR				P	S	RR	
DRIVER COMPETENCE		Schools work	2	3	6	No significant risk with controls in						
and <b>PERFORMANCE</b>		Carefully selected				place						
continued		Additional training										
		DBS enquiry										
		Good Practice Guides										
		• Run and environment										
		assessed by car with										
		Council/Manager										

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- 8 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
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<b>Department:</b>	Drivers	Date:	10 October 2023

Review Date October 2024 Completed by: Simon Rogers Consultant assisted by Matt Barnes

Sheet number:	4	Area of Activity	General Issues – Vehicle Maintenance, Assault, Manual Handling and Toilet Drop								
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls		
			P	S	RR				P	S	RR
VEHICLE	As above	• Refer Workshop Risk	-	-	-	No significant risk with controls in					
MAINTENANCE		Assessments				place					
		Wheel enhancers									
		Daily walk round checks									
ASSAULT actual bodily	Drivers	• Verbal guidance	3	3	9	No significant risk with controls in			2	3	6
injury or trauma (say		• Medical support				place					
from verbal abuse)		• Selective Private Hire									
arising there from		Good relationships and									
		control from schools									
MANUAL HANDLING	Drivers	Good practice guides	3	3	9				2	3	6
Injury arising there from		• Instructions on luggage									
TOILET DROP	Drivers	Fixed grid covers drop	2	3	6	No significant risk with controls in					
See also Cleaning		hole				place					
Vehicles under Yard Risk		Good lighting									
Assessments		• Hose reel									

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- 8 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
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**Review Date** October 2024 Simon Rogers Consultant assisted by Matt Barnes Completed by:

Sheet number:	5	Area of Activity				Shunters competence						
Hazard Description	Persons at Risk	Current Controls	Risk Rating on current controls			Further remedial work required to improve Risk	Action By	Completion Date	Risk Rating on enhanced controls			
			P	S	RR				P	S	RR	
SHUNTERS	Reversing	As Yard Vehicle Movements	-	-	-	No significant risk with controls in						
COMPETENCE	drivers	Above, also-				place						
	Other yard users	• Personal/individual										
		training										
		Vehicle familiarisation										
		Limited routes										
		Good lighting										
		Supervision										
		All PVC holders										
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## Severity Rating (S) with Guide

- = First Aid İnjury
- = Minor injury (say 3 days off work) 2
- 3 = Major injury
- = Permanent incapacity or death

- Low, Acceptable risk. Any remedial measures helpful rather than essential. 1 - 6
- 8 10 Medium risk. Implementation of additional practical remedial measures identified is strongly advised where this would result in a reduction of risk.
- 12 16 High risk. Implementation of additional practical remedial measures is urgent and essential.
- 20 Unacceptable risk. Termination of activity is recommended pending full review.