matthew howgate

consulting compliance





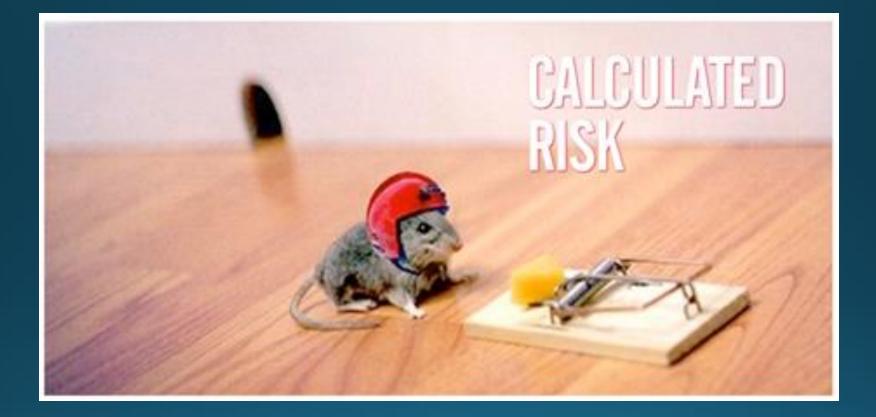
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Law Clinic Risk Management



Matt Howgate

- Non-practicing solicitor
- Fellow of the Chartered Management Institute
- Co-lead Tutor on the LAPG Certificate in Practice Management
- Organisational Development & Compliance Consultant
- Formerly Senior Legal Adviser and Head of Continuous Improvement at the Legal Services Commission



We manage risk every day...





Reopen your business safely during coronavirus (COVID-19)

Employers that want to reopen their business have a legal responsibility to protect their employees and other people on site.

Use this guidance to help you carry out a risk assessment and make sensible adjustments to the site and workforce.

If you do not carry out a risk assessment, the Health and Safety Executive (HSE) or your local council can issue an enforcement notice.

Employees can use this guidance to check what their workplace needs to do to keep people safe.

This guidance is only for businesses that are allowed to reopen in England. Guidance from the <u>Scottish Government</u>, <u>Welsh Government</u> and <u>Northern</u> <u>Ireland Assembly</u> is also available.

If you are in an area affected by coronavirus outbreak, check <u>Local</u> restrictions: areas with an outbreak of coronavirus guidance.

Start now 🗲

Working safely during the coronavirus (COVID-19) outbreak

<u>Overview</u> Risk assessment

H

- 5. Make your workplace 'COVID secure'
- Risk assessment
 <u>Talk to workers and provide information</u>
- 4. Work from home

- 6. Protect vulnerable workers
- 7. Cleaning, hygiene and hand sanitiser
- 8. Where to get further help

2. Risk assessment

As an employer, you must protect people from harm. This includes taking reasonable steps to protect your workers and others from coronavirus. This is called a COVID-19 risk assessment and it'll help you manage risk and protect people.

You must:

- · identify what work activity or situations might cause transmission of the virus
- think about who could be at risk
- decide how likely it is that someone could be exposed
- act to remove the activity or situation, or if this isn't possible, control the risk

If you have fewer than five employees, you don't have to write anything down, but it might help if you do. Find out more about managing risk and risk assessment.

The Public Health England report <u>Disparities in the risk and outcomes of COVID-19</u> shows that <u>some groups of people may be at more risk</u> of being infected and/or an adverse outcome if infected. You should consider this in your risk assessment.

We have produced guidance to help you work safely (be COVID-secure) and manage the risk associated with running your business at this time.

It includes practical measures you can take, for example:

- putting in place social distancing measures
- staggering shifts
- providing additional handwashing facilities

What to do...

- Make someone responsible
- Talk to people
- Assess risk (balance risk)
- Manage risk (make safe or continue as now)
- Monitor risk and issues
- Mitigate risk
- Keep under review

Assessing Risk

Getting or hazards?	What are the	Who might be harmed Controls What further a			ction do vou Who needs When is the		
spreading coronavirus by 0 not washing hands or not 0	hazards?	What are the Who might be harmed hazards? and how?		Controls	What further action do you need to consider to control the risks?	Who needs to carry out the action?	When is the action needed by?
vashing them adequately	Getting or spreading coronavirus by			- Put in place arrangements to clean if <u>someone</u> <u>develops symptoms of coronavirus in work</u>			
common us high traffic areas such canteens, corridors, re rooms, toile facilities, entry/exit po to facilities, changing rooms and other communal areas	e not cleaning as surfaces, equipment and workstations t	Mental health and wellbeing affected through isolation or anxiety about coronavirus	Workers	 Follow our guidance on stress and mental health Have regular keep in touch meetings/calls with people working at home to talk about any work issues Talk openly with workers about the possibility that they may be affected and tell them what to do to raise concerns or who to go to so they can talk things through Involve workers in completing risk assessments so they can help identify potential problems and identify solutions Keep workers updated on what is happening so they feel involved and reassured Discuss the issue of fatigue with employees and make sure they take regular breaks, are encouraged to take leave, set working hours to 	 Further advice and support Share information and advice with workers about mental health and wellbeing Consider an occupational health referral if personal stress and anxiety issues are identified Where you have an employee assistance programme encourage workers to use it to talk through supportive strategies 		

You MUST document your Risk Assessment

Consequence	Likelihood							
	1	2	3	4	5			
	Rare	Unlikely	Possible	Likely	Almost certain			
5 Catastrophic	5	10	15	20	25			
4 Major	4	8	12	16	20			
3 Moderate	3	6	9	12	15			
2 Minor	2	4	6	8	10			
1 Negligible	1	2	3	4	5			



Monitor risk and keep things under review



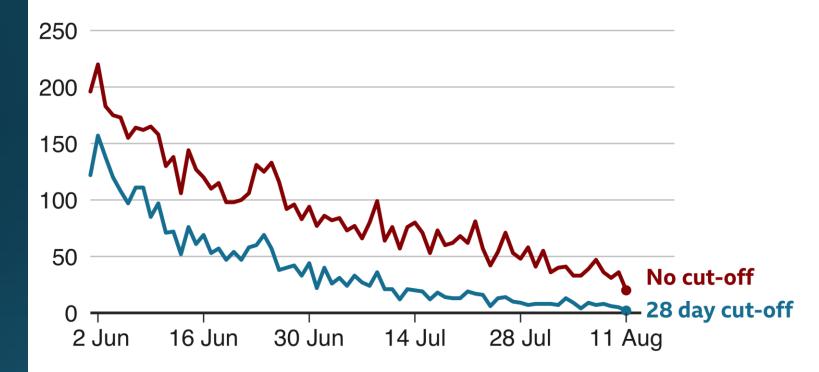


If something goes wrong or isn't working, don't ignore it. Fix or or deal with it!



Death figures reduced by new cut-off

England daily deaths with coronavirus



Figures include only those who tested positive for coronavirus. Deaths recorded up to 11 Aug 17:00 BST

Source: Public Health England

BBC



