

Management of MVAS unit(s) within the boundaries of Brington and Molesworth Parish Council

What are the hazards?	Who might be harmed and how?	What are you already doing?	Do you need to do anything else to manage this risk?	Action by whom?	Risk rating	Action by when?	Done
Failure to comply with the Memorandum of Agreement (MoU) requirements set by Cambridgeshire County Council (CCC) Highways <i>Ref MoU 9.1.2020 v1.4 Owner AC</i>	Reputation of Brington and Molesworth Parish Council (BMPC) and potential adverse effects on future LHI applications, to the detriment of Council Taxpayers of Brington and Molesworth	We have reviewed the MoU and identified and responded to obligations it places on BMPC We have contacted a local Parish Council that is already managing MVAS units and applied the learning from their experience when preparing our 'Safe System of Work'	1. Confirm with CCC who is the "owner" of the MVAS unit supplied. 2. Prepare a BMPC 'Safe System of Work' document to guide the actions of all persons who may be involved with the MVAS units including moving, changing batteries or charging the batteries of MVAS units for which BMPC is accountable 3. Address individual risks documented in this version of the BMPC MVAS Risk Assessment	1. Clerk with Finance GR lead 2. Draft for Review by BMPC Chairperson 3. Clerk with Finance GR lead	C1 TBC	1. 30 June 2021 This target date may be affected by current Covid-19 exceptional circumstances 2. 10 June 2021 3. See individual risks	1. X 2. X 3. X

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BMPC required to indemnify CCC <i>"including liability for any action, cost, claim or proceedings arising whereby CCC are legally liable for any incidents resulting in such outcome, including personal injury and death from the installation and use of the signs"</i> (MVAS Unit) <i>Ref MoU para 7</i>	Council Taxpayers of Brington and Molesworth: Unnecessary increased Precept requirements (if BMPC sued and no or insufficient insurance cover in place). Injury to persons installing or using the signs including moving MVAS required at least every 4 weeks, inspections etc.	Insurance covers Councillors and employees undertaking activities on behalf of BMPC	Check MVAS unit ownership and in the light of that find out whether existing BMPC insurance will cover Councillors, employees and/or volunteers undertaking activities related to MVAS units Seek information from CCC specialists on any aspects of sign use which they perceive to be particularly hazardous and update the relevant BMPC risk assessments accordingly Request a copy from CCC of the protocol referred to in para 1 of the MoU sent to BMPC ref 9.1.2020 v1.4 owner AC	Clerk with Finance GR lead Chairperson & Admin Chairperson & Finance GR	A2 TBC	30 June 2021 This target date may be affected by current Covid-19 exceptional circumstances	X

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CCC recommends BMPC has suitable insurance including public liability cover of at least £10million, to cover the use of the sign (MVAS unit) as in MoU para 7	Council Taxpayers of Brington and Molesworth: Unnecessary increased precept requirements	Reviewing insurance cover via brokers - Came & Company	Take appropriate action once ownership of the unit is confirmed (in writing) and insurers give advice on whether the CCC MoU will be treated by them as an exclusion from current public liability cover e.g. if :Liability assumed by agreement” or “damage to property in BMPC custody”	Clerk with Finance AG lead	A2 TBC	30 June 2021 This target date may be affected by current Covid-19 exceptional circumstances if insurer’s response is delayed	X
Failure to add the MVAS units to the BMPC Assets Register - as an interim at the full value	Council Taxpayers of Brington and Molesworth: Unnecessary increased	Establishing what part of the MVAS unit(s) value value we need to include	Complete arrangements to ensure BMPC has cover for loss or damage to any MVAS units BMPC is accountable for	Clerk	C1	ASAP	X

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for purchase and installation of replacement unit (at current prices)	precept requirements	on the BMPC register					

Assessor's Signature: *G Rule*

Date: 1st July 2021

Prepared by Chairperson & Finance GR

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Risk rating Formula

Rate the hazard – severity and consequence	Rate the risk - likelihood	Notes
A - Death - Major Injury - Major damage or major loss to property/equipment	1. Extremely likely to occur	A1 Unacceptable – must receive immediate attention to remove or reduce risk or stop work activity A2/B1 Urgent – must receive attention as soon as possible to remove/reduce hazard or risk
B - Injury lasting over 3 days - Damage to property/equipment	2. - Frequent/often/likely to occur - Major injury	A3/C1 Must receive attention to remove/reduce hazard or risk
C - Minor injury - Minor damage loss to property/equipment	3. Slight chance of occurring	B2 Should receive attention to remove/reduce hazard or risk B3/C2 Low priority – remove/reduce hazard or risk after other priorities C3 Very low priority – remove/reduce hazard or risk after other priorities

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Brington and Molesworth Parish Council Risk Assessment Financial Risk MVAS 1 V1.0

Version Control Record

Version	Date	Author	Reason for update
Version 1.0	20 th July 2021	Cllr Gary Rule (Finance)	1 New Risk Assessment Issues derived from potential risks to BMPC referred to in/resulting from the CCC Memorandum of Understanding