

Risk Assessment

SARS-CoV-2 (Covid-19) - Corporate

Internal Ref. :

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Premises: Corporate operations (all hotels)

Description of assessment:

This risk assessment details the management arrangements in place across all LGHHM hotels for controlling the risks associated with SARS-CoV-2 (Covid-19) to the lowest level reasonably practicable.

Date of assessment: Fri 24/12/2021 07:00

Date for review: Fri 30/06/2023 21:00

Hazard Identification

Below are the hazards that have been identified as having the potential to cause harm to employees and others who could be affected by the employers activities, e.g. the general public, contractors and visitors.

Hazard	Based on existing control measures			Based on new control measures		
	Category of harm	Likelihood of harm	Risk estimate	Category of harm	Likelihood of harm	New risk estimate
Biological hazards						
Exposure to Covid-19	Moderate harm	Very unlikely	2			2
Psychological						
Reduced mental health	Moderate harm	Very unlikely	2			2

Hazard Exposure

Those who are exposed to each hazard associated with the title of this risk assessment are identified below.

Biological hazards : Exposure to Covid-19	Under 10	Over 10
Employees	-	Yes
Inexperienced Employees	-	Yes
Disabled Employees	-	Yes
Young Workers (under 18 years of age)	-	Yes
New & Expectant Mother Employees	-	Yes
Contractors/Other Workers	-	Yes
Public	-	Yes
Children/Other Vulnerable Groups	-	Yes

Psychological : Reduced mental health	Under 10	Over 10
Employees	-	Yes
Inexperienced Employees	-	Yes
Disabled Employees	-	Yes
Young Workers (under 18 years of age)	-	Yes
New & Expectant Mother Employees	-	Yes

Existing Control Measure(s)

Taking the Existing Control Measure(s) into account, the 'Category of Harm' and 'Likelihood of Harm' columns are an attempt to quantify the level of remaining risk for the purpose of identifying whether or not additional risk control measures are necessary. See the Risk Categorisation table in Appendix 1 for details.

Biological hazards	
Hazard	Control Measures

Biological hazards	
Hazard	Control Measures
Exposure to Covid-19	The company will follow all legal requirements, Government guidance and brand standards (where applicable) across its operations. Health and safety advisors will provide regular updates as changes are made that affect the hotels.
	A Covid-19 policy providing a management framework for all hotels is in place and reviewed regularly at committee meetings. The policy requires each hotel to have their own Covid-19 risk assessment.
	Control measures are checked regularly by operational management and audited at least annually by health and safety advisors.
	Safe operating procedures have been prepared for bedroom cleaning and hygiene standards. These are used to inform and train employees in the preventative and protective steps required for their own health and the health of others.
	Clinically vulnerable / extremely vulnerable employees will be supported in line with Government requirements to reduce their risk of exposure.

Psychological	
Hazard	Control Measures
Reduced mental health	An employee support programme is in place to support employees whose mental health has deteriorated due to the effects of Covid-19.

Appendix 1

Table 1. Categories of Harm:

Harm Category (examples)	Health	Safety
Slight harm	Nuisance and irritation (e.g. headaches): temporary ill health leading to discomfort (e.g. diarrhoea).	Superficial injuries, minor cuts and bruises, eye irritation from dust etc.
Moderate harm	Partial hearing loss, dermatitis, asthma, work related upper limb disorders, ill health leading to permanent minor disability.	Lacerations, burns, concussion, serious sprains, minor fractures.
Extreme harm	Acute fatal diseases, severe life shortening diseases, permanent substantial disability.	Fatal injuries, amputations, multiple injuries, major fractures.

Table 2. Likelihood of Harm:

Harm Likelihood (examples)	Typical Occurrence
Very unlikely	Less than 1% chance of being experienced by an individual during their working lifetime.
Unlikely	Typically experienced once during the working lifetime of an individual.
Likely	Typically experienced once every 5 years by an individual.
Very likely	Typically experienced at least once every 6 months by an individual.

Table 3. Risk Categorisation:

Risk Estimate	Category of Risk	Action & Timescale
1	Trivial	No action is required and no detailed records need be kept.
2	Tolerable	No major additional controls required. However, there may be a need for consideration of improvements that involve minor or limited cost.
3	Moderate	In most cases, additional efforts will be required to reduce the risk. Risk reduction measures should be implemented within a defined time period.
4	Substantial	Considerable resources may have to be allocated to reduce the risk. Risk reduction measures should be implemented immediately and consideration should be given to suspending the task or work activity in the meantime
5	Intolerable	Task or work activity should be suspended until risk reduction measures have been implemented.

Table 4. Consequence & Likelihood of Harm:

Consequence	Slight harm	1	2	3	3
	Moderate harm	2	3	3	4
	Extreme harm	2	3	4	5
		Very unlikely	Unlikely	Likely	Very likely
		Likelihood			