

Stratfield Turgis Parish Meeting

Stratfield Turgis Parish Meeting Risk Register							
	Risks identified following NALC guidance	1 - take out insurance					
		2 - work with a 3rd party					
		3 - self-manage the risk					
Risk ID	Risk	Category (1,2,3)	Impact (l/m/h)	Likelihood (l/m/h)	Mitigation	Action	Review Date
1	The protection of physical assets owned by the council – buildings, furniture, equipment, etc. (loss or damage).	1	h	m	Insure assets (Pavilion, gates, play equipment, notice board). Asset register lists assets		01/12/16
2	The risk of damage to third party property or individuals as a consequence of the council providing services or amenities to the public (public liability).	1	h	l	Public liability insurance of £2,500,000 is held. Expires 1st July 2015		01/12/16
3	The risk of consequential loss of income or the need to provide essential services following critical damage, loss or non-performance by a third party (consequential loss).	1			Not currently applicable		01/12/16
4	Loss of cash through theft or dishonesty (fidelity guarantee).	1	l	l	Ensure financial regulations are followed. Additionally we have a fidelity guarantee's in place including £250 held in a residence.		01/12/16
5	Legal liability as a consequence of asset ownership (public liability).	1	h	l	Insurance (see 2)		01/12/16
6	Security for vulnerable buildings, amenities or equipment.	2	l	l	Pavilion, Play equipment, Recreation ground gates	Ensure smart water marking is kept up to date. Recreation ground gates will be kept locked over winter.	01/12/16
7	Maintenance for vulnerable buildings, amenities or equipment.	2	m	l	Maintain Pavilion, Play equipment, Recreation ground gates	Work with Cricket club over pavilion and recreation ground. Budget for play area equipment and maintenance.	01/12/16
8	The provision of services being carried out under agency/partnership agreements with principal authorities.	3			Not currently applicable		01/12/16
9	Banking arrangements, including borrowing or lending.	2	l	l	Ensure financial regulations are followed		01/12/16
10	Ad hoc provision of amenities/ facilities for events to local community groups	3	l	l	See financial regulations		01/12/16
11	Markets management.	3			Not currently applicable		01/12/16
12	Vehicle or equipment lease or hire.	3			Not currently applicable		01/12/16
13	Trading units (leisure centres, playing fields, burial grounds, etc).	3			Not currently applicable		01/12/16
14	Professional services (planning, architects, accountancy, design, etc).	2	m	l	See financial regulations		01/12/16

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15	Keeping proper financial records in accordance with statutory requirements.	3	h	m	See financial regulations	01/12/16
16	Ensuring all business activities are within legal powers applicable to local councils.	3	h	l	See financial regulations	01/12/16
17	Complying with restrictions on borrowing.	3			Not currently applicable, but see financial regulations	01/12/16
18	Ensuring that all requirements are met under employment law and regulations.	3			Not currently applicable	01/12/16
19	Ensuring all requirements are met under HM Revenue and Customs Notices and regulations (Income Tax, National Insurance and VAT).	3	h	l	Ensure financial procedures are followed. VAT recovery order in council held.	01/12/16
20	Ensuring the adequacy of the annual precept within sound budgeting arrangements.	3	l	l	Budget Set	01/12/16
21	Monitoring of performance against agreed standards under partnership agreements.	3			Not currently applicable	01/12/16
22	Keyman Insurance	3			Not currently applicable	01/12/16