

**PRISTON PARISH COUNCIL
RISK ASSESSMENT May 2017**

RISK	CAUSE	BEFORE CONTROL			CONTROLS	AFTER CONTROL		
		A LIKELIHOOD	B IMPACT	C (A X B)		A LIKELIHOOD	B IMPACT	C (A X B)
1. Public Liability Claim	Claim against Council as occupier/owner of Village Green, Trough, Well and Drinking Fountain, Defibrillator, Grit bins and Brazier. Claim against Council at a public event organised by the council.	1	10	10	Insurance – £10 million	1	1	1
2. Damage to Council's Property	Damage caused to Trough or tree on Green, Memorial Seat, Grit Bins or Defibrillator	1	5	5	Insurance - £8,000 for Trough and Drinking Fountain, Memorial Seat and WI Bench.	1	1	1
3. Theft of funds	Officer/member defaults	0.25	10	2.5	Cheques and electronic payments require two authorisations. Petty cash controls in place. Fidelity insurance £100,000 per member/employee	0.25	1	0.25
4. Planning consultation not responded to in time	Clerk is sick or away	2	8	16	Emails forwarded to Chair to deal with matters arising, if clerk is away for extended period.	1	8	8
5. Enquiries from members of public not dealt with within reasonable time	Clerk sick or away	2	6	12	Emails forwarded to Chair to deal with matters arising, if clerk is away for extended period.	1	6	6
6. Council being unaware of legal issues	Lack of information or awareness	2	5	10	Clerk being made aware of sources of legal advice and having such sources available.	1	3	3
7. Liability if Defibrillator fails to work	Malfunction of equipment	2	10	20	Fortnightly inspections monitored by AED Rep and sent to Clerk. Public Liability insurance £5 million.	0.25	2	0.5
8. Unable to publish documents on website to comply with Transparency Code	Documents placed on website by volunteer.	3	8	24	Access details given to Clerk and Chair in order to continue to post documents online.	1.00	7	7.0