

STADHAMPTON PARISH COUNCIL: RISK ASSESSMENT, 2022/23

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RISK	LIKELIHOOD	IMPACT	FINANCIAL EXPOSURE	MONITORING	RESPONSIBLE	ACTIONS REQUIRED
Property & Assets						
PAVILION	Low	Medium	Insured inc Business Interruption	Regular use and inspections	Full Council	Pavilion fully refurbished internally in 2016/2017; ongoing maintenance and repair; external areas awaiting work by Probation Service
BUS SHELTERS (2)	Low	Medium	Insured	Visual inspections	Full Council	Occasional graffiti removal. Surrounding area at Stadhampston mown regularly, March to October by contractors; ongoing maintenance and repair; Chiselhampton repainted and repaired 2021/22
PLAY EQUIPMENT	Medium	Medium	Insured	Regular inspections including annual RoSPA inspection	Full Council	Immediate repairs to any damage. Annual RoSPA inspection. Maintain the safety surface. Aim to replace over the next 12 months
BENCHES, SIGNS	Medium	Medium	Insured	Regular visual inspections	Full Council	Periodic repair and/or replacement.
COMMUNITY NOTICEBOARDS (2)	Low	Low	Insured	Regular inspections	Full Council	Periodic repair and/or replacement.
CLOCK	Low	Low	Insured	Regularly wound	Full Council	Annual maintenance contract in place.
WAR MEMORIAL	Low	Medium	Insured	Visual inspections	Full Council	Periodic maintenance
LAND AT LUCERNE DRIVE	Low	Medium	Asset not insured; Public liability cover	Visual inspection	Full Council	Mown regularly, March to October by contractors; maintenance of trees/shrubs

						along boundaries with residential properties
LAND AT COPSON LANE	Low	Low	Asset not insured; Public liability cover in place	Visual inspections	Full Council	Mown regularly, March to October by contractors; annual dredging of ditch
VILLAGE GREEN	Medium	Medium	Asset not insured; Public liability cover in place	Visual inspections	Full Council	Mown regularly, March to October by contractors; measures to deter incursions by Travellers were considered following 2021 Survey but no action agreed at this time; remedial measures to D'Oyleys pond and surround have been contracted but in delay;
TREES ON VILLAGE GREEN AND ON PARISH LAND	Low	Medium / High	Asset not insured; Public liability cover in place	Visual inspections and periodic external survey	Full Council	Periodic work required to identify and reduce size of 'at risk' trees; tree survey commissioned January 2019; ; some interim work done adjacent to the Play Area, on Copson Lane and Adj Huntmans House in 2021/22; maintenance of trees/shrubs along boundaries with residential properties
ALLOTMENTS	Low	Low	Asset not insured; Public liability cover in place	Register kept up to date plus visual inspections	Allotments Officer and Full Council	Occasional work, hedge cutting; new gates fitted in 2022 to most Copson Lane allotments

RISK	LIKELIHOOD	IMPACT	FINANCIAL EXPOSURE	MONITORING	RESPONSIBLE	ACTIONS REQUIRED
Legal, Financial & Professional						
FINANCIAL CONTROL	Low	Medium	Fidelity Insurance	Annual internal and external audit	Clerk & Full Council	n/a

THEFT / MISUSE OF ASSETS	Low	Medium	Fidelity Insurance	2 authorisations for each payment required & all payments approved at meetings	Clerk & Full Council	n/a
SECURITY OF ACCOUNTS, MINUTES etc.	Low	Medium	Insured	Computerised records kept and regularly updated/backed up	Clerk & Full Council	n/a
BREACHES OF REGULATIONS/LAW	Low	Low	Use of Solicitors where required	Adherence to Code of Conduct and full debate	Clerk & Full Council	Advice from OALC, solicitors and handbook
LIBEL / SLANDER	Low	High	£250,000 insurance cover	Adherence to Code of Conduct	Full Council	n/a
EMPLOYERS LIABILITY	Low	Low	£10m insurance cover (£5m in case of terrorism)	Reviewed annually	Clerk & Full Council	n/a
PUBLIC LIABILITY	Low	Medium / High	£10m insurance cover	Reviewed annually	Clerk & Full Council	n/a
PUBLIC LIABILITY for PLAYGROUND EQUIPMENT	Medium	Medium / High	£10m insurance cover	Reviewed annually	Clerk & Full Council	n/a
MEMBERS INTERESTS	Low	Low	Low	Interests declared at all Council meetings	Full Council	n/a
