

NORTH MUNDHAM PARISH COUNCIL RISK ASSESSMENT REGISTER
Financial Year 2016/17

Agenda Item:190.16(e)
Dated : 1st November 2016

Description	Location	Type of Risk	Risk Potential	severity of Risk	Existing Controls	Current Insurance limit	Action Required	Report to Council	Completion or Review
Village Hall	School Lane North Mundham	Loss of income	LOW	HIGH	Insurance	645,322	Valuation to be completed 2019		Valutation completed 2014
		Damage	MEDIUM	HIGH	Insurance/ risk assessment				
		Fire	MEDIUM	HIGH	Fire risk assessment				
			MEDIUM	HIGH	Risk assessment				
4 Bus Shelters	VARIOUS	Damage	MEDIUM	LOW	Insurance	41,192			
Street Plate Name		Damage	LOW	LOW	Insurance				
7x Finger Post Signs	VARIOUS	Damage	MEDIUM	HIGH	insurance				
3x Notice Boards	VARIOUS	Damage	MEDIUM	LOW	Insurance				
War Memorial	St Stephen's Church, Church Road	Damage/ subsidence	MEDIUM	HIGH	Insurance/ inspection by West Sussex County Council			upon receipt of report from WSCC	
Laptop	Office	Theft/Damage Loss/corruption of data	MEDIUM	HIGH	Insurance	783			
			MEDIUM	HIGH	Back up procedure				
			MEDIUM	HIGH	Anti-virus				
Printer	Office	Theft/Damage	MEDIUM	LOW					
All Electrical Equipment	Office	Employee Harm	LOW	HIGH	safety checks			upon completion	Annually
Council Papers	Office	Fire/Theft	MEDIUM	HIGH	Records regularly sent to records office				

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Council Monies	Office	Theft	LOW	HIGH	Fidelity Insurance	100,000			
		Theft	LOW	HIGH	Financial Procedures				
		Bank Failure	LOW	HIGH	Vigilance				
Meetings & Events		Harm to Public	LOW	HIGH	Insurance	100,000			
All Council Activities		Harm to Public	LOW	HIGH	Public Liability	10,000,000			
Maintenance Works	VARIOUS	Employee Harm	LOW	HIGH	contractors have public liability and employers liability insurance	10,000,000	provide contractor with health & safety policy and notice to	at point of engagement	

Signed: _____ Chairman North Mundham Parish Council

Dated: _____