

NORTH MUNDHAM PARISH COUNCIL RISK ASSESSMENT REGISTER
Financial Year 2017/18

Agenda Item: 143.17(e)
Dated : 7th November 2017

| 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 | 575,000 | Valuation to be completed 2019 | | Valutation completed 2014 |
| | | Damage | MEDIUM | HIGH | Insurance/ risk assessment | | | | |
| | | Fire | MEDIUM | HIGH | Fire risk assessment | | | | |
| | | | MEDIUM | HIGH | Risk assessment | | | | |
| | | General Contents | MEDIUM | HIGH | Insurance | 11,212 | | | |
| 4 Bus Shelters | VARIOUS | Damage | MEDIUM | LOW | Insurance | 27,187 | | | |
| 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 | 50,000 | | upon receipt of report from WSCC | |
| Laptop | Office | Theft/Damage Loss/corruption of data | MEDIUM | HIGH | Insurance | | | | |
| | | | 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 | 150,000 | | | |
| | | Theft | LOW | HIGH | Financial Procedures | | | | |
| | | Bank Failure | LOW | HIGH | Vigilance | | | | |
| Meetings & Events | | Harm to Public | LOW | HIGH | Insurance | 10,000,000 | | | |
| 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 | |
| | | | | | | | | | |

Adopted: _____

Dated: _____

Minute No: _____