

<b>Risk Area</b>	<b>Risk Identified</b>	<b>Level of Risk</b>	<b>Management of Risk</b>	<b>Action Required</b>	<b>Review Date</b>
Contents/ Items owned by the council	Loss or damage	H	An up-to-date register of assets	Review quarterly by council, annually by IA	Check website list correct as of 31 <sup>st</sup> March 2025.
Damage to third party property or individuals	Public liability	H	Property maintenance and insurance cover	Insurance held with Zurich renewal date of 24/09 reviewed by council on July 24 and by IA	
Consequential loss of income or the need to provide essential services following critical damage, loss or non-performance by a third party	Public liability	H	Annual review of risk and the adequacy of cover	Insurance held with Zurich, reviewed annually by council at July meeting and by IA	
Loss of cash through theft or dishonesty	Fidelity guarantee	L	The internal controls are reviewed quarterly by the council and internal auditors.	Online banking approvals to be set up as soon as possible.	
Legal liability as a consequence of asset ownership	Public liability	H	insurance cover	Level of cover £12,000,000****, renewal date 24/9/25, inspection regime by clerk.	
The provision of services being carried out under agency/partnership agreements with principal authorities  Unitary Councils and possible extra financial demands to cover any services such as recreation field, football club/bookings, carpark.	Standing orders and financial regulations dealing with the award of contracts	M	Reviewed quarterly by council annually by IA all partner's risk assessed and multiple quotes obtained and compared in minutes (check web entries clear)	To ensure where possible the Lengthsmans payments are covered in full by WCC.  Await more information on Unitary Council process.	

Banking arrangements, including borrowing or lending	Detect and deter fraud or corruption	L	Financial regs and IA review on March 25	Any two signatories to sign/approve payments.	
Ad hoc provision of amenities/facilities for events to local community groups	Public Liability	L	Ask all for hirers insurance, financial regulation		
Professional services (architects, accountancy, design, etc.)	Standing orders and Financial regs deal with the awarding of contracts	L	County association for legal or use IA reviewed regularly, others based on best available advice reviewed April 25	Ensure professional services are qualified. Check any concerns with IA or Worcs Calc.	
Proper financial records	In accordance with statutory requirements	L	Review quarterly by 1 Cllr, annually by IA		
Business activities	Ensuring that they are within the legal powers of councils	L	IA review on receipt and at half year and regular reference to legislation and guidance		
Employment law and Inland Revenue regulations	Ensuring that requirements are met	L	IA review and Cllrs as part of checks.		
VAT	Ensuring that requirements are met under HMRC regulations	L	IA review and advice taken as needed		
Annual precept	Ensuring adequacy within sound budgeting arrangement	L	IA review and budget published on web April 25		
Monitoring of performance		L	Councillors review budget and		

			policies quarterly at dates.		
Grants	Ensuring proper use of funds granted to local community bodies under specific powers, s137 or GPC	L	All grants based on approved form adopted in April 2025 and supporting information, minuted and checked by IA		
Council minutes	Proper, timely and accurate reporting of council business in the minutes	L	Posted on website for public to see with full agenda packs as per Transparency Code and IA review		
Rights of inspection		L	Website / policies updated 2025		
Document control	Proper systems	L	Policies approved and published		
Register of Members' Interests and Gifts and Hospitality if applicable.	In place, complete, accurate and up-to-date	L	IA and Borough council review web links checked		
Compliance with Transparency Code		L	Stay up to date with legislative changes most recent minute		