

Risk description	Existing Control	Risk Level	Additional Controls	Residual risk after all controls	Risk strategy :
Financial risks		H / M / L			
1 Inability to meet costs for services provided - Inadequacy of precept	Finance reviews on a quarterly basis	M	Review of contracts and costs as part of periodical budget reviews	L	Avoid
2 Failure to submit precept on time	Financial regulations and agenda planning prior submission	L	Forward planning of agenda and meetings	L	Avoid
3 Precept not paid by PCC as the unitary authority		L		L	Accept
4 VAT reclaimed not done in timely manner	Internal audit action plan & agenda planning	L		L	Reduce
5 Staffing costs excessive	Periodic review with payscale updates from OVW/SLCC/NALC payscale	M		L	Reduce
6 Supplier procurement fraud	All payments/contracts approved by Council before being made	M	Implement purchase order policy for large work orders : no purchase order = no payment	L	Reduce
7 Inadequate records to confirm ownership or loss of assets	Asset register reviewed annually/internal audit plan	M	Yearly review	L	Reduce
8 Inadequate financial records	Receipts & payments reported to Council on monthly basis	M	Monthly checks with FO/Clerk/Cllrs	L	Reduce
9 Fraud	Financial regulations. Payments made with 2 signatories. Old signatories removed from the bank mandate.	M	Review of insurance cover policy / online payments authorised by Council prior to payments with no less than 2 signatories	L	Reduce
10 Objection to accounts from local electors	Accounts & minutes published monthly	L		L	Reduce
11 Investments monies deposited/invested either lost or deposited in unethical investments. Security of charity/endowment fund assets not protected adequately if transferred.	Return on investment reported to Council biannually. Trustees unanimous/majority vote to allow transfer of monies.	L	Investment policy and periodical reviews	L	Reduce
Operational risks					
12 Injury to members of public while on Council land	Insurance policy/regular playground check/trees surveys and maintenance	M	Regular checks of all facilities by maintenance staff	M	Reduce with constant checks and revision of insurance policy
13 Injury to member of public caused by council contractor	Insurance policy	M	Council to request Risk Assessment from contractor before starting work on project	M	Reduce with constant checks and revision of insurance policy
14 Inadequate H&S awareness	Insurance policy	M	Ongoing training for all staff in every area of the Council	M	Reduce with constant staff training
15 Risk of injury through misuse of defibs	Insurance policy/regular maintenance checks	M	How to use instruction given with Defib's installation box	L	Avoid
16 Theft of defibs	Insurance policy	M	Regular checks of defibs installations by maintenance staff	L	Avoid
Governance risks					
17 Resignation of office bearers	Staffing meetings & appraisal	M	Regular staff appraisals	M	Reduce
18 Constitution and Standing Orders not fit for purposes	Existing standing orders	L	Standing orders annually reviewed based on industry specific templates	L	Reduce
19 Decline in reputation of Community Council among the community	Council meetings open to public	M	Enhanced presence on social media platforms and Cllrs public engagements	L	Avoid
20 Co-option of additional members of the community if Councillors do not follow correct procedures	Advice/consultation from sector specific organisations	L	Sector specific advice/consultation	L	
21 Bureaucracy associated with correctly administering the Council becomes too great and Council is wound up	Periodical audits - Internal audits by 3rd party - External audits by statutory bodies less costly as Council more compliant with regulations.	L	Open discussion section at regular Council meetings and ongoing engagement at various public events	L	
22 Elections - not enough Councillors	Councillors to attempt to recruit new ones. Advice from Powys Electoral Services	L		L	
23 Protection of personal data held about the Community Councillors by the Clerk in relation to GDPR regulations	Councillors names, email addresses and phone numbers only on public website	L	Office locked at all time when Clerk and Admin staff not present. PC workstation password locked	L	Avoid