

Binegar Parish Council Strategic Risk Register

Review History	To be reviewed Annually
Adopted by Council - 5 October 2022	

This document is the Strategic Risk Register of Binegar Parish Council.

Ref	Risk/Trigger	Notes and Actions to Manage Risks	Likelihood	Consequence	Score
R01	Sudden loss of staff (Clerk)	<ul style="list-style-type: none"> • Councillor to stand-in • Succession plans discussed 	Possible 3	Major 4	12
R02	Sudden large expenditure required for excessive under-budgeting	<ul style="list-style-type: none"> • Robust annual budgetary planning process • Established adequate reserves (4-6months expenditure) • Insurance in place with major insurer (Zurich) to cover major risks 	Unlikely 2	Major 4	8
R03	Action of Council having undesired negative impact on other parties	<ul style="list-style-type: none"> • Transparent procedures and processes • Effective project management/action planning/risk management in place for all projects • Insurance in place to cover any resulting financial losses • Expert/professional input sought where appropriate • Councillors are elected rather than employed therefore, pose a reputational risk to the Parish Council. Mitigation measures in place include: <ul style="list-style-type: none"> - Non-party political; - Register of Interests; - Parish Councillors available and prepared to discuss any impacts at any time; • Councillor training plan. 	Unlikely 2	Major 4	8
R04	Contractors not supplying agreed services	<ul style="list-style-type: none"> • All contracts are controlled by defined contracts or service level agreements 	Unlikely 2	Moderate 3	6

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R05	Confidential data being disclosed	<ul style="list-style-type: none"> Data protection policy in place Very little confidential data held Security measures in place and used e.g. shredding Regular deletion of e-mails Any confidential aspects of reports are highlighted to Councillors ICT security in place including firewalls and passwords for PCs and sensitive documents 	Rear 1	Major 4	4
R06	Damage to third party property or individuals as a consequence of the Council putting on a community/civic event	<ul style="list-style-type: none"> Health and safety risk assessments carried out for each event Event checklist produced covering all aspects of the event including an emergency plan 	Unlikely 2	Moderate 3	6

		Consequence				
		Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Likelihood	5 Almost certain	Moderate 5	High 10	Extreme 15	Extreme 20	Extreme 25
	4 Likely	Moderate 4	High 8	High 12	Extreme 16	Extreme 20
	3 Possible	Low 3	Moderate 6	High 9	High 12	Extreme 15
	2 Unlikely	Low 2	Moderate 4	Moderate 6	High 8	High 10
	1 Rare	Low 1	Low 2	Low 3	Moderate 4	Moderate 5