

Scaldwell Parish Council: Risk Assessment Policy

Scaldwell Parish Council is committed to identifying and managing risks so ensuring the council's ability to operate smoothly and effectively.

The Council defines risk as an action or event which could adversely affect the council's ability to operate in an effective and appropriate manner.

The clerk/RFO and a nominated councillor(s) will review possible risks on a regular basis and report back to council. The risks will be reviewed, as a minimum, on an annual basis.

The Council recognises that there may be some risks which can never be fully eliminated. However, the following policy has a strategy in place to provide a structured and systematic approach to manage such risks.

The Parish Council recognises it is the responsibility of all councillors and the Clerk/RFO to have regard to possible risk in the performance of their duties.

The Parish Council has identified the various areas where a potential risk might occur, stated what the risk might be and the procedures in place to prevent / mitigate against such risk.

The council will use the following risk matrix to determine whether the level of risk is Low, Medium or High.

		Likely Severity of Consequence		
		Slight	Serious	Major
Likelihood of Occurrence	Seldom	Low	Low	Low
	Sometimes	Low	Medium	High/ Medium
	Frequently	Low	Medium/ High	High

The Clerk/RFO and members of the Parish Council are responsible for ensuring that this procedure is adhered to.

Adopted 18 November 2015

Reviewed 20 May 2016