ASSET	RISK	IMPACT	RISK LEVEL	INTERNAL CONTROLS	REVIEW	ALTERNATIVE REVIEW TRIGGER/INTERNAL
						AUDIT ASSURANCE
CEMETERY	1. Lack of Maintenance	Loss of revenue Injury to 3 rd party Unexpected additional repair costs	L	Regular Maintenance Groundsman Inspections Member reports to Committee	On-going	Additional expenditure Complaints
		Complaints	М	Memorial Inspections 18-month tree inspection programme	Every 5 years or as required	
	2. Damage /Vandalism	Loss of revenue Injury to 3 rd party Unexpected additional repair costs Complaints	L	Regular Maintenance Groundsman Inspections Reports to Committee	On-going	Additional expenditure Complaints
	3. Allocation of Graves not recorded	Duplication Complaints/ Loss of reputation	L	Records system – all written entries in Grave/Death Registers Liaise with undertakers	On-going	Checks by Undertakers

	4. Accidents/Perso nal Injury	Injury to third party leading to claim	L	Insurance Cover Regular inspections/maintenance	Annually	Unexpected incident
				Memorial Inspections 18-month tree inspection	Every 5 years or as required	
	5. Flood	Damage to memorials Risk to public Collapsed graves	Н	Liaise with Environment Agency Liaise with MHDC/WCC Liaise with public		Closure of cemetery
				Regular inspections Memorial inspections	D.	
CHANGING ROOMS	1. Lack of Maintenance	Loss of revenue Injury to 3 rd party Unexpected additional repair costs Complaints	Н	Liaise with Football Club Inspections Members Report to Committee	Bi Monthly	Additional expenditure Complaints
	2. Damage /Vandalism	Loss of revenue Injury to 3 rd party Unexpected additional repair costs Complaints	Н	Liaise with Football Clubs Inspections Reports to Committee	Bi Monthly	Additional expenditure Complaints Police Report

	3. Poor	Injury to third party leading		Insurance Cover	Annually	Unexpected incident
	Building Safety	to claim	Н	Fire Check		
		Damage to Property		Electrical Safety Check		Review of management arrangements
		Loss of Asset		Regular		
		High cost of repair		inspections/maintenance		
		Legionella		Notices erected		
				Legionella Risk Assessment		Weekly/monthly tests
				& Maintenance Plan		
	4. Lack of	Damage to property		Key security	On-going	Police Report
	security of	Injury to 3 rd party	M	Inspections		
	building	Unexpected repair costs				Unexpected Incident
						-
	1. Lack of	Loss of revenue		Maintenance Budget	Bi	Additional expenditure
THE PUM	MP Maintenance		M	Building Insurance	Monthly	1
ROOMS		Injury to 3 rd party		Condition Surveys		
		Unexpected additional		undertaken		
		repair costs				
		Complaints		Inspections		
				Members Report to		
				Committee		
	2. Damage	Loss of revenue			Bi	Additional expenditure
	/Vandalism		L	Inspections	Monthly	r
	,	Injury to 3 rd party		Reports to Committee		Complaints
		Unexpected additional		Alarm System		
		repair costs				Police Report
		Complaints				Tonce Report
I	1	Complaints	l		I	

3. Poor	Injury to third party leading		Insurance Cover	Annually	Unexpected incident
Building Safety	to claim	M	Fire Check		
	Damage to Property		Electrical Safety Check		Review of management arrangements
	Loss of Asset		Regular		
	High cost of		inspections/maintenance		
	repair/replacement		PAT Testing		
	Legionella		Legionella Risk Assessment		
			& maintenance plan		Weekly/monthly tests
4. Lack of	Damage to property		Key security	On-going	Police Report
security of	Injury to 3 rd party	M	Inspections		
building	Unexpected repair costs		Alarm System		Unexpected Incident
5. High Running	Inefficient equipment	Н	Review equipment/fittings	Annually	Increasing costs
Costs	Listed Building		Review energy supplier		
6. Damage or	High cost of repair or	M	Insurance cover	Annually	Police report
loss to Council	replacement				-
property by 3 rd			Security Alarms		Review of management arrangements regard
party or act of	Loss of assets				insurance cover (loss or damage)
God.		L	Fire Alarm		, , , , , , , , , , , , , , , , , , ,
Insufficient	Irreplaceable assets	_	Notices erected		
protection of		L	Up to date register of assets		
physical assets	Disruption	M			
owned by	_	M	Regular maintenance		
Council	Loss of information	L			
			Remote data backup		
	Damage to public property	L	_		
	or person	_	Annual review of risk &		
			adequacy of insurance cover		

7.	Injury to third party leading to claim	M	Terms and Conditions of Hire	On-going	Unexpected Incident
Damage/Accide nt/Injury caused	Damage to Property		Public Liability Insurance –		Third party claim
by hirers	High cost of repair/replacement		Hirer		
8. Flood	High cost of repair or replacement	Н	Insurance Cover	Annually	
	Increase in insurance		Liaise with Environment Agency	On-going	
	Loss of assets		Liaise with MHDC/WCC		
	Irreplaceable assets		Liaise with public & users		
	Disruption				
	Loss of information				
	Loss of income				
	Damage to public property or person				

			 -		
9. Fire	High cost of repair or	т	Insurance Cover	Annually	Unexpected Incident
	replacement	L	Eine Cheelre		
	Loss of assets		Fire Checks		
	Loss of assets		Electrical Checks		
	Irreplaceable assets				
			PAT Testing		
	Disruption		D : 1 1 1 1		
	Loss of information		Boiler serviced regularly		
	Loss of information		Fire Safety training provided		
	Damage to public property		The surety training provided		
	or person				
10.	Third Party Claim	_	Public Liability Insurance		
Non-	High cost of repair or	L	Dials Assessments		
Compliance with Health &	replacement		Risk Assessments		
safety	Loss of assets		Contractors – produce		
			method statements, risk		
	Irreplaceable assets		assessments and public		
	D: "		liability insurance		
	Disruption				
	Loss of information				
	Damage to public property				
	or person				

	1. Lack of	Loss of revenue for Trust		Maintenance Budget	Bi	Additional expenditure
THE REGAL	Maintenance		M	Building Insurance	Monthly	
		Injury to 3 rd party		Condition Survey undertaken		
		Unexpected additional				
		repair costs		Inspections		
		Complaints				
				Members Report to		
				Committee		
	2. Damage	Loss of revenue for Trust			Bi	Additional expenditure
	/Vandalism		L	Inspections	Monthly	
		Injury to 3 rd party		Reports to Committee		Complaints
		Unexpected additional		Alarm System		
		repair costs				Police Report
		Complaints				
	3. Poor	Injury to third party leading		Insurance Cover	Annually	Unexpected incident
	Building Safety	to claim	M	Fire Check		
		Damage to Property		Electrical Safety Check		Review of management arrangements
		Loss of Asset		Regular		
		High cost of		inspections/maintenance		
		repair/replacement		PAT Testing		
		Legionella		Legionella Risk Assessment		
				& maintenance plan		Weekly/monthly tests
	4. Lack of	Damage to property	3.5	Key security	On-going	Police Report
	security of	Injury to 3 rd party	M	Inspections		
	building	Unexpected repair costs		Alarm System		Unexpected Incident

5 Damaga :::	High cost of namein on	M	Income	A	Daling remark
5. Damage or	High cost of repair or	M	Insurance cover	Annually	Police report
loss to Council	replacement				
property by 3 rd			Security Alarms		Review of management arrangements regard
party or act of	Loss of assets				insurance cover (loss or damage)
God.		L	Fire Alarm		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \
Insufficient	Irreplaceable assets				
protection of		L	Up to date register of assets		
physical assets	Disruption		op to date register of assets		
1 0	Distuption	M	Dagular maintanana		
owned by	T C: C		Regular maintenance		
Council	Loss of information	L			
			Remote data backup		
	Damage to public property	L			
	or person		Annual review of risk &		
			adequacy of insurance cover		
	Injury to third party leading				
6.	to claim	M	Terms and Conditions of Hire	On-going	Unexpected Incident
Damage/Accide	Damage to Property				1
nt/Injury caused	Damage to Froperty		Public Liability Insurance –		Third party claim
by Trust/Hirers	High cost of		Hirer/Trust		. 1
by Hust/Illiers	1 0		11101/11000		
	repair/replacement		Lease		
			Lease		
		l			

7. Flood	High cost of repair or replacement	Н	Insurance Cover	Annually	
	Increase in insurance premium		Liaise with Environment Agency	On-going	
	Loss of assets		Flood Defences		
	Irreplaceable assets		Liaise with MHDC/WCC		
	Disruption		Liaise with public & users		
	Loss of information				
	Damage to public property				
	or person				
8. Fire	High cost of repair or replacement	L	Insurance Cover	Annually	Unexpected Incident
			Fire Checks		
	Loss of assets		Electrical Checks		
	Irreplaceable assets				
	Disruption		PAT Testing		
			Fire Safety Training		
	Loss of information				
	Damage to public property or person				

	9. Loss of Trust	Theatre/Cinema cease to	3.6	Regular presentations from	Bi	
		operate	M	Trust	Monthly	
		Additional costs for Council Inadequate Budget		Annual Report from Trust	Annually	
				Review of Lease		
	10. Non- Compliance	Third Party Claim High cost of repair or	M	Trust – Public Liability Insurance	Annually	
	with Health &	replacement	111	msurance		
	safety	-		Trust – Risk Assessments		
		Loss of assets				
		Irreplaceable assets		Contractors – produce method statements, risk		
		inteplaceacie assets		assessments and public		
		Disruption		liability insurance		
		Loss of information				
		Damage to public property or person				
	1.	Injury to 3 rd party		Daily checks & Litterpick	Daily	
CHILDREN	Damage/Vandali	Unexpected additional	M	Groundsman completes		Unexpected Incident
PLAY AREAS	sm/Rubbish	repair costs Complaints		weekly RoSPA inspection forms	Weekly	Third party claim
		Complaints		RoSPA Inspection	Annually	
				Member reports to		
				Committee		

2. Equipment not maintained	Injury to 3 rd party Unexpected additional repair costs Complaints	М	Minor repairs carried out by Groundsman RoSPA Inspection Contractor appointed to carry out major repairs	Annually	Unexpected Incident Third party claim
3. Accidents/Perso nal Injury	Injury to third party leading to claim	L	Insurance Cover Regular inspections/maintenance 18-month tree inspection programme	Annually	Unexpected incident
4. Illegal activity	Misuse of substances Underage drinking	Н	Daily Inspections Liaise with local Police	Daily	Waste left in areas
5. Flood	High cost of repair or replacement Loss of assets Disruption Risk to public	Н	Insurance cover Liaise with Environment Agency Liaise with MHDC/WCC Liaise with public	On-going	
	Kisk to public		Liaise with public		

		•		•		
	1.	Injury to 3 rd party		Daily checks & Litterpick	Daily	
SKATE	Damage/Vandali		M	Groundsman completes		Unexpected Incident
PARK	sm/Rubbish	repair costs		weekly RoSPA inspection	Weekly	
		Complaints		forms		Third party claim
				RoSPA Inspection	Annually	
				Member reports to		
				Committee		
	2. Equipment	Injury to 3 rd party		Minor repairs carried out by		
	not maintained	Unexpected additional	M	Groundsman		Unexpected Incident
		repair costs		RoSPA Inspection	Annually	Third party claim
		Complaints		Contractor appointed to carry		
				out major repairs		
	3.	Injury to third party leading		Insurance Cover	Annually	Unexpected incident
	Accidents/Perso	to claim	L			
	nal Injury			Regular		
				inspections/maintenance		
	4. Illegal	Misuse of substances	Н	Daily Inspections	Daily	Waste left in areas
	activity	Underage drinking		Liaise with local Police		
	5. Flood	High cost of repairs or		Insurance cover	O-going	
		replacement	Н			
				Liaise with Environment		
		Loss of assets		Agency		
		Disruption		Liaise with MHDC/WCC		
		_				
		Risk to public		Liaise with public		

THE BURGAGE/RI VERSIDE	1. Damage/Vandali sm/Rubbish	Injury to 3 rd party Unexpected additional repair costs Complaints	M	Daily checks & Litterpick Member reports to Committee	Daily	Unexpected Incident Third party claim
WALK	2. Accidents/Perso nal Injury	Injury to third party leading to claim	L	Insurance Cover Regular inspections/maintenance 18-month tree inspection	Annually	Unexpected incident
	3. Illegal activity	Misuse of substances Underage drinking	Н	rolling programme Daily Inspections Liaise with local Police	Daily	Waste left in areas
	4. Damage/Accide nt/Injury caused by/Hirers	Injury to third party leading to claim Damage to Property High cost of repair	M	Terms and Conditions of Hire Public Liability Insurance – Hirer/Trust Hirers – Risk Assessment/First Aid Cover	On-going	Unexpected Incident Third party claim
	5. Slips, trips & falls into the River Teme or on Riverwalk	Injury to third party leading to claim	Н	Regular Inspections	On-going	Unexpected Incident Third party claim

	6. Flood	High cost of repair or replacement	Н	Insurance Cover	Annually	
		Loss of assets		Liaise with Environment Agency	On-going	
		Disruption				
		Damage to public property or person				
	1. Lack of			Maintenance Budget	Bi	Additional expenditure
THE	Maintenance		M	Building Insurance	Monthly	-
PAVILION		Injury to 3 rd party				
& SHED		Unexpected additional		Inspections		
		repair costs				
		Complaints		Members Report to		
		_		Committee		
	2. Damage	Loss of revenue			Bi	Additional expenditure
	/Vandalism		L	Inspections	Monthly	
		Injury to 3 rd party		Reports to Committee		Complaints
		Unexpected additional		Alarm System		
		repair costs				Police Report
		Complaints				
	3. Poor	Injury to third party leading		Insurance Cover	Annually	Unexpected incident
	Building Safety	to claim	M	Fire Check		
		Damage to Property		Electrical Safety Check		Review of management arrangements
		Loss of Asset		Regular		
		High cost of		inspections/maintenance		
		repair/replacement		PAT Testing		
		Legionella		Legionella Risk Assessment		
				& maintenance plan		Weekly/monthly tests

4. Lack of security of building	Damage to property Injury to 3 rd party Unexpected repair costs	M	Key security Inspections Alarm System	On-going	
5. High Running Costs	Inefficient equipment	M	Review equipment/fittings Review energy supplier	Annually	
6. Damage or loss to Council property by 3 rd	High cost of repair or replacement	M	Insurance cover Security Alarms	Annually	
party or act of God.	Loss of assets	L	,		
Insufficient protection of physical assets	Disruption	L	Up to date register of assets		
owned by Council	Damage to public property or person	L	Annual review of risk & adequacy of insurance cover		
7. Damage/Accide	Injury to third party leading to claim Damage to Property	M	Terms and Conditions of Hire	On-going	
nt/Injury caused by hirers	High cost of repair/replacement		Public Liability Insurance – Hirer		
	10pan/10pia00mont			I	

8. Fire	High cost of repair or	M	Insurance Cover	Annually	
	replacement	M	Fire Checks		
	Loss of assets		THE CHECKS		
			Fire Alarm fitted in Pavilion		
	Irreplaceable assets				
	Disruption		Electrical Checks		
	Distuption		Fire Exit Signs		
	Damage to public property				
	or person		Emergency lighting tested		
			PAT Testing		
			Fire Safety Training		
9. Theft	Loss of equipment	3.4	Insurance Cover	Annually	D.I. D.
	Disruption High Cost of replacement	M	Inventory		Police Report
	High Cost of replacement		Inventory		
			Alarm system		
10. Flood	High cost of repair or	Н	Insurance cover		
	replacement	п	Liaise with Environment		
	Loss of assets		Agency		
	Disruption		Liaise with MHDC/WCC		
	Damage to equipment		Liaise with public		

	1. Lack of	Loss of revenue		Maintenance Budget	Bi	Additional expenditure
BOWLING	Maintenance		L	Inspections	Monthly	
GREEN		Injury to 3 rd party				
		Unexpected additional		Members Report to		
		repair costs		Committee		
		Complaints				
	2. Damage	Loss of revenue			Bi	Additional expenditure
	/Vandalism		L	Inspections	Monthly	
		Injury to 3 rd party		Reports to Committee		Complaints
		Unexpected additional				
		repair costs				
		Complaints				
	1. Lack of	Loss of revenue		Maintenance Budget	Bi	Additional expenditure
TENNIS	Maintenance		L	Inspections	Monthly	
COURTS		Injury to 3 rd party				
		Unexpected additional		Members Report to		
		repair costs		Committee		
		Complaints				
	2. Damage	Loss of revenue			Bi	Additional expenditure
	/Vandalism		L	Inspections	Monthly	
		Injury to 3 rd party		Reports to Committee		Complaints
		Unexpected additional				
		repair costs				
		Complaints				
	3.	Injury to third party leading	_	Insurance Cover	Annually	Unexpected incident
	Accidents/Perso	to claim	L			
	nal Injury			Regular		
				inspections/maintenance		

	4. Flood	Damage to courts	Н	Liaise with EA	On-going	
		Loss of revenue		Liaise with MHDC/WCC		
		Disruption		Liaise with public		
		High cost or repairs				
THE PALMERS	1. Damage/Vandali sm/Rubbish	Injury to 3 rd party Unexpected additional repair costs	M	Daily checks & Litterpick Member reports to Committee	Daily	Unexpected Incident
		Complaints				Third party claim
	2. Accidents/Perso nal Injury	Injury to third party leading to claim	L	Insurance Cover Regular inspections/maintenance	Annually	Unexpected incident
				18-month tree inspection rolling programme		
	3. Illegal activity	Misuse of substances Underage drinking	Н	Daily Inspections Liaise with local Police	Daily	Waste left in areas
	4. Lack of Maintenance	Loss of revenue Injury to 3 rd party Unexpected additional repair costs Complaints	L	Maintenance Budget Inspections Members Report to Committee	Bi Monthly	Additional expenditure
				18-month tree inspection rolling programme		

	5. Damage/Accide nt/Injury caused by/Hirers	Injury to third party leading to claim Damage to Property High cost of repair	М	Terms and Conditions of Hire Public Liability Insurance – Hirer/Trust	On-going	Unexpected Incident Third party claim
				Hirers – Risk Assessment/First Aid Cover		
	6.Loss of revenue on pitches	Loss of funding	L	Booking system Leases reviewed Liaise with Clubs	On-going	
	7. Damage to Pitches	Weather damage Misuse of area	М	Weekly decision on use of grounds Daily inspections Inspections by Grounds Maintenance Contractor	On-going	Complaints Loss of bookings
CAR PARK	1. Damage/Vandali sm/Rubbish	Injury to 3 rd party Unexpected additional repair costs Complaints	М	Regular Checks Member reports to Committee	Daily	
	2. Accidents/Perso nal Injury	Injury to third party leading to claim	L	Insurance Cover Regular inspections	Annually	

	3. Illegal activity	Misuse of substances Underage drinking	Н	Regular Inspections Liaise with local Police	Daily	
	4. Lack of Maintenance	Injury to 3 rd party Unexpected additional repair costs Complaints	L	Maintenance Budget Inspections Members Report to Committee	Bi Monthly	
	5. Damage/Accide nt/Injury caused by/Hirers	Injury to third party leading to claim Damage to Property High cost of repair	М	Terms and Conditions of Hire Public Liability Insurance – Hirer/Trust Hirers – Risk Assessment/First Aid Cover	On-going	
STREET FURNITURE	1. Damage/Accide nt/Injury	Injury to third party leading to claim Damage to property High cost of repair/replacement	M	Inspected by Outside Operative Bus shelter inspected daily	On-going	Reported incidents