



Health & Safety Risk Register

Notes

Risk is an uncertain event or condition that, if it occurs, will affect the achievement of an authority's objectives. Risk management is the process whereby authorities methodically address the risks associated with what they do and the services which they provide. The focus of risk management is to identify what can go wrong and take proportionate steps to avoid this or successfully manage the consequences. Good risk management allows stakeholders to have increased confidence in the authority's corporate governance arrangements and its ability to deliver its priorities.

Risk management is not just about financial management; it is about protecting the achievement of objectives set by the authority to deliver high quality public services. Risk management is an ongoing activity that comprises four elements: identifying risks; assessing risks; addressing risks; and reviewing and reporting. The Parish Council uses the following matrix to assess the likelihood and severity of the risks it manages.

The table below is used by the Parish Council and the risk owners to assess risk.

		SEVERITY			
		ACCEPTABLE Little to no effect on event	TOLERABLE Effects are felt but not critical to outcome	UNDESIRABLE Serious impact to the course of action and outcome	INTOLERABLE Could result in disaster
LIKELIHOOD	IMPROBABLE Risk is unlikely to occur	LOW 1	MEDIUM 4	MEDIUM 6	HIGH 10
	POSSIBLE Risk will likely Occur	LOW 2	MEDIUM 4	HIGH 8	EXTREME 11
	PROBABLE Risk will occur	MEDIUM 3	HIGH 5	HIGH 9	EXTREME 12



Itchen Valley Parish Council

Serving the Communities of Avington, Easton, Itchen Abbas & Martyr Worthy

Owner	Subject	Risks Identified	Risk RAG and score	Management control of risks	Review/Assess/Revise
YR	Maintenance	Poor performance of assets or amenities Risk to third parties i.e. Play equipment	HIGH 8	All play equipment assets owned by the Parish Council are regularly reviewed and maintained. All repairs and relevant expenditure for these repairs are actioned/authorised in accordance with the correct procedures of the Parish Council. All assets are insured and reviewed annually.	Existing procedure adequate.
YR	Play area Risks	Risk/damage/injury to third parties	HIGH 8	An annual action plan is produced by the Open Spaces portfolio holder based on the Annual and monthly playground inspections. The report is attached to the open spaces report to FCM. The following items carry the highest risk for the Parish Council The full list of maintenance and planned actions is available separately.	Concerns when OSF is used for parking, ensure risk assessments is completed and lodged with PC by Trustees Refreshed Action plan adequate for risk management.
YR/PA	Notice boards	Risk/damage/injury to third parties Road side safety	MEDIUM 4	Parish Council has 5 notice boards sited around the villages. All locations have approval by relevant parties, insurance cover, repairs are notified to the clerk - any repairs/maintenance requirements brought to the attention of the Parish Council.	IA Notice Board to be refurbished. Other boards to be added to rolling program of refurbishment.
CL	Street Furniture and bus stops	Risk/damage/injury to third parties	LOW 2	The Parish Council is responsible for one bench seat on a footpath which is covered by insurance. This should be inspected annually by the footpath portfolio holder - all reports of damage or faults are reported to Council and/or dealt with. Other benches are part of the playing field inspections carried out annually by an independent inspector. Bus shelters should be reviewed annually by the transport portfolio holder as should Finger posts.	Footpath bench check to be instigated. Bus Stop checks need carrying out.

Reviewed and agreed by Council at meeting held on ...5th May 2020.....

Minute Number: 20.024.2

Signed by: