



## Risk Assessment

<b>Risk Description</b>	<b>Measures taken</b>	<b>Recommendation/Controls</b>
Damage to third party property, individuals (either third party or BPC members/employees)	Public Liability	Ensuring insurance is in place and that insurance cover is sufficient for our needs
Damage, Loss, Theft to/of BPC Property	Insurance cover Asset Register	As above
Safety of BPC facilities	Various internal and third party inspections are undertaken- e.g. playground, CCTV, PAT testing	-That a summary of inspections should be pulled together into a single document to ensure better controls are in place, and increased visibility of evidence of compliance. - That fire safety should be reviewed (also as a Business Continuity Risk)
Changes to Legislation	-Member of SLCC and HALC HALC HR Silver Service membership -Internal Audit advice - EHDC Electoral Services advice	-Training log to ensure that Councillors and employees are aware of relevant legislative frameworks etc - Check what current subscriptions cover, including access to legal advice
All Employment and H&S law and relevant procedures for Pensions/Pay/Staff conditions are being followed	-Member of SLCC and HALC HALC HR Silver Service membership -Internal Audit advice - Employee performance management processes are defined and followed	- Check what current subscriptions cover, including access to legal advice
Business Continuity Risks	IT Services in the cloud	-Further work on a full business continuity plan, to include premises and people.
Financial Governance Risks	Covered in Financial Risks and Policies. Internal and external audits	
Revenue/Income Risks	Ensure all contracts are reviewed annually.	

	Finance Committee oversight of annual precept process and that CIL/S106 monies are drawn down and managed.	
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**Outside Risk**

<b>Risk Description</b>	<b>Measures Taken</b>	<b>Recommendations/Controls</b>
Contractors working on council property	All insurances to be requested by council Risk and methods assessment	
Tenants	As above All insurances to be requested by council	As above
Group/Organisational Users of Council Property (e.g. Sports Clubs)	Public Liability Insurance	As above

**Adopted 12/03/2024 at Full Council Meeting**

**Review date March 2025**