



# ANNUAL RISK REGISTER 2024-25

**ADOPTED AT COUNCIL MEETING: DATE.....11th March  
2025  
AGENDA ITEM .....PM  
To Be Reviewed ...Februaryt 2026**

## 1. RISK MANAGEMENT

Risk Management is a systematic approach to minimizing the Council's exposure to risk. A risk management system includes various policies, procedures and practices that work in unison to identify, analyze, evaluate, address and monitor risk. Risk management information is used along with other corporate information, such as feasibility, to arrive at a risk management decision. Transferring risk to another party, lessening the negative effect of risk and avoiding risk altogether are considered risk management strategies. Examples of risk management practices include purchasing insurance, installing security systems etc.

## 2. IMPACT AND PROBABILITY

**Probability** - A risk is an event that "may" occur. The probability of it occurring can range anywhere from just above 0% to just below 100%. (Note: It can't be exactly 100%, because then it would be a certainty, not a risk. And it can't be exactly 0%, or it wouldn't be a risk.)

**Impact** - A risk, by its very nature, always has a negative impact. However, the size of the impact varies in terms of cost and impact on health, human life, or some other critical factor.

The Probability and Impact in the table below are shown as either High (H), Medium (M) and Low (L).

Risk Number	Risk Category	Risk Name	Impact	Original Risk Score	Current Controls	Actions	Probability of Risk	Insurance Held
1	People	Injury or death to person, including staff and councillors	Death or injury to person	L	Maintenance in place with external contracts where appropriate. Staff training and policies and procedures in place	Continued maintenance & training, ensure H+S training is completed and kept up-to-date	L	Public and Employers liability
2	People	Failure to recruit and maintain good staff morale and goodwill	Loss of staff and poor staff cooperation	H	Staff Meetings	Formal 1:1's, internal and external training. Improved two-way communication	M	N/A
3	Reputation	Council has poor reputation in our community	Services not used, poor will shown in our community	M	Up to date website Regular updates on social media. Council documents made available and accessible Consultations completed when required	Continue with established mitigation. Establish and publicise a long-term plan	M	N/A
4	Finance	Limited number of fully trained staff (and councillors) on all aspect of finance	Inaccurate or unlawful practices	H	Use of qualified contractor, regular dialogue with One Voice Wales and Auditors. Use of expertise (e.g. VAT) when required. Internal and external audits	Continue with established mitigation and increase the financial knowledge of councillors	H	N/A
5	Finance	Financial losses and fraud	Financial loss due to poor systems and controls and inflated costs	M	Policies and procedures. Clear requirements for contract appointments and thresholds. Segregation of duties.	Continue with established mitigation and roll out of automated booking and payments	L	N/A

6	Compliance / Legal	Lack of awareness or failure to comply with regulations / legislation	Legal and/or regulatory censure	M	Trained staff and training plan in place for staff and councillors. Use of One Voice Wales and SLCC membership	Continue with established mitigation and deliver staff and councillor training plan	M	
7	Finance	Unsustainable spending	Reduction in usable reserves, cuts in staff and/or services, poor audit opinion, higher than inflation precept increases	H	Monthly, published financial reporting. Clear budget setting processes / timing. Finance sub committee to review details	Continue with established mitigation. Establish Business Plan. Implement Reserves Policy	M	
8	Finance	Significant reduction in income	Loss of income from council run services	H	Reasonable' pricing, regularly reviewed by Finance Sub Committee. Good, comfortable facilities	Continue with established mitigation. Invest in marketing and promotional activity	M	
9	IT	IT systems cannot provide required services to staff and service users	Services not delivered to service users affected council reputation to deliver. Loss of income		New IT service contract in place and IT budget to support maintenance	Continue with IT contract and consider recommendations from contractor to further improve services	M	
10	IT	Cyber crime affecting systems	Services not delivered. Large cost to remediate		New IT service contract in place and IT budget to support maintenance	Continue with IT contract and consider recommendations from contractor for further security measures	L	Cyber Security Insurance
11	Premises	Poorly maintained land and buildings	Loss of service. Costly repairs. Reduced council reputation	H	Cemetery contract in place. Parish Hall has been refurbished.	Establish and agree maintenance inspection and schedule. Agree requirements of the Old Library. Establish a new maintenance plan for the Parish Hall and Cemetery	M	
12	Safeguarding	Failure to safeguard children and vulnerable adults	Harm to children, vulnerable adults. Reputational and financial loss	L	DBS checked staff where required. Provision of training and policy and procedures	Ensure DBS checks, training and policy and procedures are up to date	L	

13	Compliance / Legal	Failure to safeguard personal information or the misuse of information leads to a breach of the regulations	Confidentiality compromised, loss of sensitive information	M	Policy and procedures in place. More staff training required. Outcomes from new IT contract may require further action	Deliver more staff training, complete agreed recommendations from IT contract	L	
14	Assets	Failure to maintain an up-to-date register of Assets and Investments	Assets not properly reflected in Balance Sheet	M	Carry out annual Assets and Investments inventory	Ensure annual inventory takes place, keep records up-dated	L	
15	Assets	Loss or damage of assets owned by the Council	Unable to use assets/expenses of replacement, risk of injury to persons through damaged assets	M	Maintain Assets Register	Ensure planned programme of maintenance in place, repairs or removal take place as needed. Ensure correct and safe storage	L	Insurance 3rd Part, Public, Employer Liability, Property cover