

Stonesfield PC - Risk Assessment Schedule 2026

Area	Risk Identified	Likelihood	Impact	Existing Controls	Further Action Required
Finance	Errors in financial records or fraud	Low	High	Financial Regulations; RFO reports; internal audit; two signatories on payments	Ongoing monitoring
Finance	Loss of precept or reserves	Low	High	Budget monitoring; regular bank reconciliation; reserves policy	Annual review
Governance	Non-compliance with laws or regulations	Low	High	Standing Orders; policies reviewed annually; Clerk training	Ongoing
Governance	Inadequate records for audit	Medium	Medium	AGAR prepared annually; internal audit; minutes kept securely	Ensure timely filing
Assets	Damage or loss of council assets (bus shelters, benches, play equipment)	Medium	Medium	Asset register; insurance; regular inspections	Record inspection reports
Employment	Clerk absence or turnover	Medium	Medium	Contract of employment; job description; access to records shared with Chair	Consider contingency plan
Health & Safety	Injury to public at council-owned sites	Medium	High	ROSPA inspections; maintenance programme; insurance	Respond promptly to reports
Reputation	Negative press or public dissatisfaction	Medium	Medium	Open communications; published agendas, minutes, and policies; complaints procedure	Monitor and address concerns
IT & Data	Data breach or cyberattack	Medium	High	IT & Email Policy; antivirus; password security; backups	Ongoing training; review controls
Events/Projects	Failure of council-organised events or projects	Low	Medium	Risk assessments for events; insurance	Event-specific reviews