Llangennith, Llanmadoc & Cheriton Community Council Risk Register

Risk Description	Likelihood (1–5)	Impact (1–5)	Risk Rating (Likelihood × Impact)	Existing Controls	Responsible Person	Review Date
A. Financial mismanagement or fraud	2	5	10	Yearly internal and external audits, dual signatories on bank accounts, monthly financial reporting, adherence, and updates as required, to financial policy	Clerk	October meeting of the council
B. Data breach involving personal details of residents or volunteers	2	4	8	Use of secure password-protected systems, training for clerk	Clerk	May meeting of the council
C. Injury at council-organised community events	2	5	10	Risk assessments for each event to include H&S and First Aid provision, insurance coverage (reviewed annually).	Event Coordinator	May meeting of the council
D. Failure to meet legal or governance requirements (e.g., elections, reporting)	2	5	10	Annual calendar of deadlines, use of external advisors (membership of OVW & SLCC), training for council members	Clerk	May meeting of the council
E. Reputational damage due to conflict within the council or with public	2	4	8	Code of conduct in place, clear complaints procedure, transparent decision making and regular mediation if needed.	Chairperson	May meeting of the council
F. Reputational damage due to social media	2	3	6	Restricted access to Social Media account and use of secure passwords.	Chairperson	May meeting of the council
G. Failure of Councillors to undertake duty effectively	1	3	6	Training programme available for all councillors with compulsory modules	Chairperson	May meeting of the council
H. Loss of clerk	1	5	5	Up-to-date records and procedures, back-up copies of documents and bank & email access, councillor oversight, access to external support (e.g. One Voice Wales), and succession planning.	Vice-Chairperson	May meeting of the council
I. IT failure	2	5	10	Regular data back-ups, secure cloud or external storage, software updates and basic IT security measures.	Vice-Chairperson	May meeting of the council

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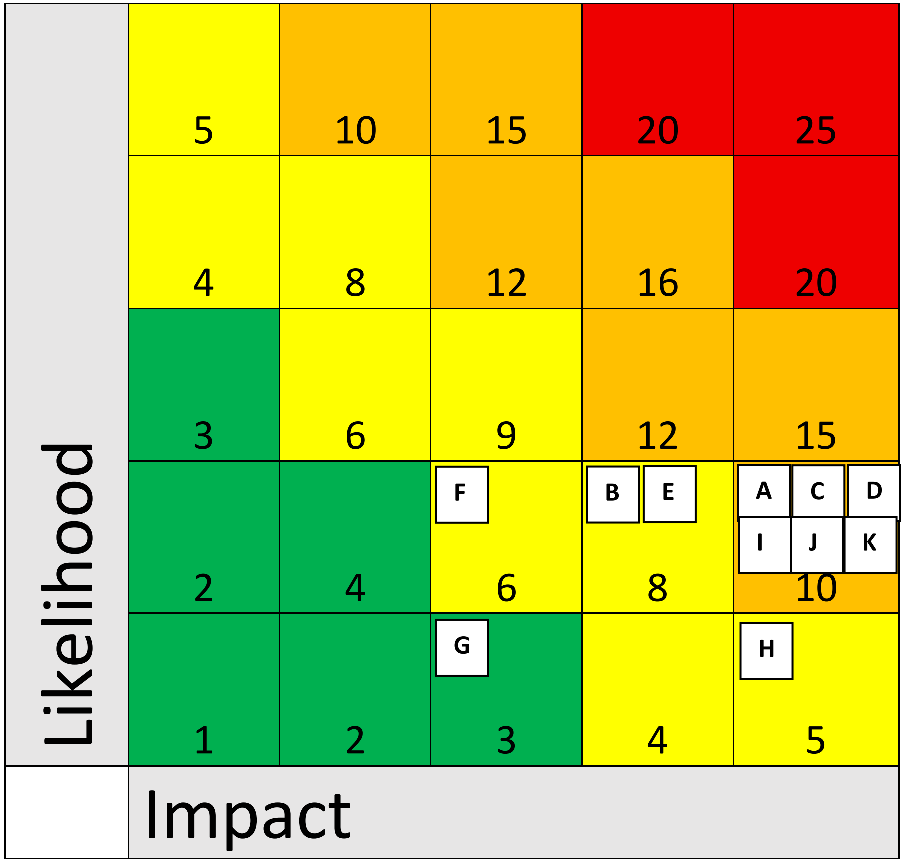
J. Inadequate insurance cover	2	5	10	Annual review of insurance policies to ensure appropriate and sufficient cover	Clerk	May meeting of the council
K. Injury on land owned or leased by the community council	2	5	10	Regular inspection of trees, land, benches and other assets. A maintenance programme and public liability insurance in place.	The Council	October meeting of the council



Likelihood (Probability) Scale

Impact (Severity/Consequence) Scale

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- **1 - Rare/Very Unlikely:** Extremely unlikely to occur, close to zero probability (<10% chance).
- **2 - Unlikely:** Unlikely, but conceivable (10-35% chance).
- **3 - Possible:** Could occur at some point (35-65% chance).
- **4 - Likely:** Will probably occur in many circumstances (65-90% chance).
- **5 - Almost Certain/Frequent:** Expected to occur in most circumstances (>90% chance).

- **1 - Insignificant/Very Low:** Minimal to no injury, slight financial loss, or minor disruption.
- **2 - Minor/Low:** Small injuries needing basic first aid, small financial damage.
- **3 - Moderate:** Medical treatment required, significant but manageable financial loss.
- **4 - Major/High:** Extensive injuries, high financial loss, significant operational disruption.
- **5 - Catastrophic/Critical:** Multiple fatalities, terminal business impact, or massive financial loss.

Total Scoring

- **1-4 (Low - Green):** Acceptable risk; monitor periodically.
- **5-9 (Moderate - Yellow):** Manage and monitor closely; implement controls as needed.
- **10-16 (High - Amber):** Executive attention and controls required.
- **17-25 (Extreme - Red):** Executive action and plans required.