

**LLANHARRY COMMUNITY COUNCIL**

**MANAGEMENT RISK ASSESSMENT POLICY 2017-18**

**Assessment Criteria**

<b>Rating</b>	Potential Consequence Score 1-5	<b>Classification</b>	1-5	Low
	Likelihood of happening Score 1-5		6-10	Medium
	Severity Level Score—Potential Consequence X Likelihood		11-15	High
			16-25	Very High

**Assessment carried out on 22<sup>nd</sup> March 2018**

Area Buildings Etc.	Location	Potential Consequence	Likelihood	Severity Score	Class	Measure to be taken to Reduce/Minimise/Control Risk
<b><u>COMMUNITY ASSETS</u></b>						
Playing Field	North side boundary entrance to Fox & Hounds public house	2	5	10	Medium	Letter to be sent annually to Landlord informing him that there is no public right of way and that he is responsible for any claims arising from the construction of a pathway in the playing field.
		2	2	4	Low	Depression on outside of path nearest to PS - monitor.
		1	5	5	Low	Depression on field (directly in line with PS)- monitor.
		1	2	2	Low	Uneven ground/surfaces/trees/hedges – no action to be taken.
Playing Field	South side boundary behind Bear Inn public house including main entrance to playing field.	1	2	2	Low	Uneven ground/surfaces/trees/hedges – no action to be taken
		1	5	5	Low	Exposed tree roots – no action to be taken.
		1	5	5	Low	Tree to be removed at corner which is overgrowing pathway.
Playing Field	East side boundary in front of Community Centre	1	5	5	Low	Uneven ground/surfaces – no action to be taken.
Play Area	Ty Isaf	5	3	15	High	All equipment and grounds must be visually inspected weekly. Cover must be arranged for the Clerks holidays. See monthly Inspection Reports.

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		1	5	5	Low	Depressions in front of seats. Uneven ground/surfacing- no action to be taken. Moss on safety surfacing – arrange for jet-washing. Gaps/weeds appearing in safety surfacing under Ben Nevis climber and Cableway – seek advice.
		1	2	2	Low	
		1	5	5	Low	
MUGA	Playing Field	1	5	5	Low	Non – identified. See monthly Inspection reports.
<b><u>BURIAL GROUNDS</u></b>						
Burial Ground	Cowbridge Road	2	3	6	Medium	Uneven ground/surfacing/trees/hedges – no action to be taken.
Burial Ground Unused	Church burial ground	2	3	6	Medium	Uneven ground/surfacing/trees/hedges – no action to be taken
<b><u>ALLOTMENTS</u></b>	Fforest Road	2	2	4	Low	Uneven ground/surfacing/trees/hedges – no action to be taken. Small number of uncovered water containers – send letter to Allotment Association.
		5	2	10	Medium	
	Laureldene	2	2	4	Low	Uneven ground/surfacing/trees/hedges – no action to be taken. Small number of uncovered water containers – send letters to allotment holders. Poor general condition of a number of plots.
		5	2	10	Medium	
		1	5	5	Low	

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	Strip of land running from East to West alongside M 4.	1	1	1	Low	Uneven ground/surfacing/trees/hedges – no action to be taken.
		1	1	1	Low	Neighbours tipping waste over boundary fence.
Ambulance Hall, Grounds	Birchgrove	2	2	4	Low	Uneven ground/surfacing- no action to be taken.
<b><u>BUILDINGS</u></b>						
Ambulance Hall & Council Chamber	Birchgrove	1	2	2	Low	Loss of keys to Ambulance Hall and Council Chamber. Register of authorised key holders and users set up.
		2	2	4	Low	Uneven ground/surfacing – no action to be taken.
		5	2	10	Medium	Hanging basket bracket loose – removed at time of inspection.
Ambulance Hall Garage	Birchgrove	1	2	2	Low	Loss of fob to Garage. Register of authorised fob holders set up.
		2	2	4	Low	Uneven ground/surfacing – no action to be taken.
Cemetery Shed	Cowbridge Road	1	2	2	Low	Loss of keys to shed. Register of authorised key holders and users set up.
		2	3	6	Medium	Uneven ground/surfacing/trees/hedges – no action to be taken.
<b><u>BUS SHELTERS</u></b>						
	Tylacoch Avenue	1	5	1	Low	Uneven ground/surfacing/hedges – no action to be taken.
	Red Hill	1	5	5	Low	Uneven ground/surfacing – no action to be taken.
	Post Office	1	5	5	Low	Non- identified.

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	Birchgrove	1	5	5	Low	Non- identified.
	Ty Isaf	1	5	5	Low	Uneven ground/surfacing – no action to be taken.
	Tylagarw	1	5	5	Low	Non-identified.
<b><u>PUBLIC SEATS</u></b>	Public seats at various locations	1	5	5	Low	Uneven ground/surfacing – no action to be taken.
<b><u>COUNCIL OFFICE</u></b>	Groes Sannor, Degar Road	1	5	5	Low	Uneven ground/surfacing – no action to be taken. Lone working – consider possible implementation of Lone Working Policy.
<b><u>Finance &amp; Management</u></b>	Risk of Council not being able to continue its business due to an unexpected or tragic circumstance	5	1	5	Low	All files and recent records are kept at the Clerk’s home. The Clerk makes regular back-ups to an external hard drive.
	Insurance	5	1	5	Low	Review provision annually.
	Data Protection	5	1	5	Low	Ensure annual renewal of registration and continual review of compliance.

Councillor I Claridge.....

Councillor J Dilworth .....

Clerk.....

Date.....