

# Cholmondeley & Chorley Parish Council

## Risk Assessment 2025/26

### 1. Risk Management

Risk management is a systematic approach to identifying, assessing, and minimising risks that may affect the Council's ability to deliver services.

It involves policies, procedures, and controls that work together to:

- identify risks
- assess likelihood and impact
- implement controls
- monitor and review regularly

Risk management includes strategies such as insurance, financial controls, secure record-keeping, and safe management of assets and services.

### 2. Risk Scoring

#### Probability and Impact

**Probability:** likelihood of occurrence (Low / Medium / High)

**Impact:** severity of consequence (Low / Medium / High)

A risk cannot be 0% or 100% as it is either uncertain or a certainty.

### 3. Risk Register

#### Assets

Risk	Consequence	Impact	Probability
Asset register not maintained	Assets not accurately recorded, financial misstatement	High	Low
Loss/damage of assets	Replacement cost and service disruption	Medium	Low
Legal liability from asset ownership	Injury or damage claims	Medium	Low

#### Meetings / Accommodation

Risk	Consequence	Impact	Probability
Room unavailable for meetings	Meetings cannot proceed	High	Low
Venue inaccessible	Disruption to meetings	High	Low

## Finance & Internal Control

Risk	Consequence	Impact	Probability
Theft or dishonesty	Financial loss and reputational damage	Medium	Low
Loss of records	Data loss and operational disruption	Medium	Medium
Weak financial controls	Errors or delays in processing	Medium	Medium

## Business Continuity

Risk	Consequence	Impact	Probability
No quorum at meetings	Decisions cannot be made	Medium	Low
Clerk unavailability	Service disruption	Medium	Low
System failure	Loss of continuity	Medium	Low

## Compliance with Legislation

Risk	Consequence	Impact	Probability
Budget not set	Inability to operate	Low	Low
Employment law breach	Legal challenge	High	Low
Illegal expenditure (ultra vires)	Audit issues / public challenge	Medium	Low
VAT errors	Loss of reclaim	Low	Low
Contract awarding issues	Legal challenge / audit investigation	Medium	Low