

WYCK RISSINGTON PARISH COUNCIL: RISK MANAGEMENT PLAN: 2 Nov 2021

Risk	Likelihood ¹	Impact ²	Score ³	Measures (or mitigations) to manage risk	Notes
Cutting & lifting the green: death, injury, vehicular collision, other damage arising from use of agricultural plant	L	M	M	<ul style="list-style-type: none"> • Use experienced contractors • Obtain risk and method statement (RAMS), or in lieu of this, assurance that the cut will be carried out by a named individual with the necessary experience and expertise • Check contractor has public liability insurance • Obtain advance notice of cut 	<p>The Council has adopted a management plan for the green based on twice yearly cutting and lifting the 1st cut. Normal landscape companies are not prepared to do this and historically we have been reliant on a single 'agricultural' contractor who uses relatively large plant. While the contractor has PLI, we have not historically been able to obtain RAMS or advance notice of when the cut will take place</p> <p>NB: implications of damage to inspection covers noted elsewhere</p>
Large trees: death, injury arising from collapse of trees	L	M	M	<ul style="list-style-type: none"> • Carry out tree condition surveys every 3 years & address actions arising 	The last tree survey was carried out in 2021 and one is planned for 2024
Pond: death by drowning	L	M	M	<ul style="list-style-type: none"> • Maintain existing fence to large pond 	The pond is not deep enough to warrant installation of a life belt. There is a 2 nd small pond that fills during wet weather. This pond has bollards to keep vehicles away from the

¹ The likelihood of the risk materialising

² The impact solely on WRPC, whether actual or reputational loss etc

³ Combined score factoring in likelihood and impact (i.e. low(L) 'likelihood' combined with 'high'(H) impact will give rise to a 'medium'(M) score (and vice versa). All scores assume reasonable efforts to mitigate risks in accordance with the plan

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					edge but it is not currently proposed to install fencing due to minimal risk
Village Hall: financial liability arising from hand back of hall	M	M	M	<ul style="list-style-type: none"> Obtain annual statements of account from the Wyck Rissington Village Hall Charitable Trust in accordance with para 14 of the deeds 	The Trust actively raises funds and has modelled life cycle maintenance costs, but there is the risk ultimately that the hall could be handed back if the Trust has insufficient funds
Traffic: death or injury arising from drivers speeding across green	M	L	L	<ul style="list-style-type: none"> Keep under review 	Traffic surveys were carried out in 2014, following which a 20mph limit was rejected by the highway authority, but additional signage introduced to reinforce the 30mph limit. A further survey in 2020 found that traffic speeds were within established highway authority limits with no action proposed
Inspection chambers: injury arising from loose/damaged inspection chamber covers	L	M	M	<ul style="list-style-type: none"> Annual inspection following last cut of the year Repair of chambers when damaged 	There are a large number of chambers, many of which relate to historic drainage runs not maintained by Thames Water. These have frequently been damaged/dislodged during annual cuts
Financial loss: actual/reputational loss as a result of poor management/fraud	L	M	M	<ul style="list-style-type: none"> Adherence to clearly defined financial procedures Annual audit 	

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				<ul style="list-style-type: none"> • Division of responsibilities – i.e. creation and authorisation of payments by different Councillors • Use of internet banking to maximise transparency 	
Debt: PC is forced into debt due to unavoidable expenditure exceeding reserves	L	H	M	<ul style="list-style-type: none"> • Adjust precept to maintain a planned level of reserves 	Budgets to plan year end reserves equal to the average of past 5 years expenditure
Events: death/injury/reputational/ loss arising from accidents where permission has been given to use the green	L	L	L	<ul style="list-style-type: none"> • Scrutinise proposals to use green • Obtain risk and method statements prior to events/erection of structures 	The Parish Council is not responsible for use of the village hall, which is managed by an independent committee
Data: disruption arising from loss of financial data	L	L	L	<ul style="list-style-type: none"> • Effective back-up regime (both RFO and Clerk) 	The current regime is for the RFO to maintain an automated 'cloud' based back up service, with 3 monthly transfers of all data to the Clerk who also maintains an automated 'cloud' based back up service, thereby requiring multiple points of failure
Mains supplies: under/over the green	L	L	L	<ul style="list-style-type: none"> • Monitor for any obvious signs of damage 	Mains electrical supplies, maintained by SSE, run from the substation behind Heath Lawn under the green and over the road to feed properties on the south west side of the green. There are also mains water supplies, maintained by Thames Water, running under the green

