







## **Risk Matrix Report**

Run by: Debbie Knight

Friday, 2 May 2025 2:27 PM

# Risk matrix report

## Legend

Risk rating	Color	Description
Low		
Medium		
Extreme		
High		

## Current

Likelihood	Impact	Insignificant	Minor	Moderate	Major	Catastrophic
Frequent						
Occasional						
Remote			 3	 2	 1	
Improbable			 8	 11	 11	 3
Extremely Improbable			 4	 8	 1	

## Risk Matrix Report

#	Risk	Area of Business	Tolerance	Inherent Score		Current Score		Target Score	
2	Administration/Legal Error - Allotments	Allotments	Tolerable	12	High	9	Medium	9	Medium
9	Environmental Damage - Boats & Boathouse	Boats and Boathouse	Tolerable	10	Medium	6	Medium	6	Medium
11	Physical Damage/ Injury - Boats & Boathouse	Boats and Boathouse	Tolerable	8	Medium	4	Low	4	Low
18	Environmental Damage - Open Spaces	Cemeteries/Churchyard	Tolerable	8	Medium	4	Low	4	Low
20	Risk of Damage or Injury - Open Spaces	Cemeteries/Churchyard	Tolerable	8	Medium	4	Low	4	Low
21	Administration/Legal Error - Civic Centre	Civic Centre	Tolerable	12	High	6	Medium	6	Medium
22	Environmental Damage - Civic Centre	Civic Centre	Tolerable	16	High	8	Medium	8	Medium
24	Physical Damage/Injury - Civic Centre	Civic Centre	Tolerable	15	High	10	Medium	10	Medium
29	Administration/Legal Error - Code of Conduct	Code of Conduct	Tolerable	12	High	3	Low	3	Low
30	Physical Damage/ Loss - Computing Equipment	Computing	Tolerable	6	Medium	4	Low	4	Low
31	Technical Fault/ Failure - Computing	Computing	Tolerable	9	Medium	6	Medium	6	Medium
32	Administration/Legal Error - Council Meetings	Council Meetings	Tolerable	16	High	8	Medium	8	Medium
33	Physical Damage/ Injury - Council Meetings	Council Meetings	Tolerable	6	Medium	2	Low	2	Low
34	Financial Loss - Council Property/ Assets	Council and Property Documents	Tolerable	12	High	8	Medium	8	Medium
35	Physical Damage/ Injury - Council Property/ Assets	Council and Property Documents	Tolerable	9	Medium	6	Medium	6	Medium

## Risk Matrix Report

#	Risk	Area of Business	Tolerance	Inherent Score		Current Score		Target Score	
36	Professional Error - Council & Property Documents	Council and Property Documents	Tolerable	6	Medium	3	Low	3	Low
37	Administration/Legal Error - CCTV	Crime Prevention CCTV	Tolerable	16	High	8	Medium	8	Medium
38	Financial loss - CCTV	Crime Prevention CCTV	Tolerable	15	High	6	Medium	6	Medium
39	Physical Damage/ Injury - CCTV	Crime Prevention CCTV	Tolerable	8	Medium	3	Low	3	Low
40	Technical Breach - CCTV	Crime Prevention CCTV	Tolerable	9	Medium	3	Low	3	Low
41	Administration/Legal Error - Data Protection	Data Protection	Tolerable	8	Medium	6	Medium	6	Medium
42	Physical Damage/ Injury - Depot	Depot	Tolerable	12	High	8	Medium	8	Medium
47	Administration/Legal Error - Employment of Staff	Employment of Staff	Tolerable	12	High	8	Medium	8	Medium
48	Financial Loss - Employment of Staff	Employment of Staff	Tolerable	9	Medium	6	Medium	6	Medium
49	Professional Standards - Employment of Staff	Employment of Staff	Tolerable	9	Medium	6	Medium	6	Medium
50	Administration/Legal Error - Financial Management	Financial Management	Tolerable	16	High	8	Medium	8	Medium
51	Financial Loss - Financial Management	Financial Management	Tolerable	15	High	10	Medium	5	Low
52	GDPR Breach	Data Protection	Tolerable	12	High	6	Medium	6	Medium
61	Administration/Legal Error - Council Meetings	Council Meetings	Tolerable	6	Medium	4	Low	4	Low
64	Newsletter - Failure to Meet Minimum Requirement for Quality Status	Newsletters	Tolerable	6	Medium	4	Low	4	Low

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#	Risk	Area of Business	Tolerance	Inherent Score		Current Score		Target Score	
74	Environmental Damage - Planning & Developmental Control	Planning & Development Control	Tolerable	4	Low	2	Low	2	Low
75	Administration/Legal Error - Play Areas	Play Areas	Tolerable	8	Medium	4	Low	4	Low
77	Physical Damage/ Injury - Play Areas	Play Areas	Tolerable	12	High	9	Medium	6	Medium
79	Physical Damage/ Injury - Office Accommodation	Provision of Office Accommodation	Tolerable	12	High	4	Low	4	Low
80	Technical Fault/ Failure - Office Equipment	Provision of Office Accommodation	Tolerable	3	Low	3	Low	3	Low
81	Financial Loss - Civic Centre	Civic Centre	Tolerable	12	High	6	Medium	6	Medium
82	Technical Fault/ Failure - Website/ Internet	Provision of Website & Internet	Tolerable	4	Low	2	Low	2	Low
83	Administration/Legal Error - Public Conveniences	Public Conveniences	Tolerable	8	Medium	4	Low	4	Low
84	Environmental Damage - Public Conveniences	Public Conveniences	Tolerable	9	Medium	3	Low	3	Low
86	Physical Damage/ Injury - Public Conveniences	Public Conveniences	Tolerable	16	High	8	Medium	8	Medium
91	Environmental Damage - Skatepark	Skatepark	Tolerable	9	Medium	6	Medium	6	Medium
93	Physical Damage/ Injury - Skatepark	Skatepark	Tolerable	16	High	12	High	12	High
94	Administration/Legal Error - Splashpad & Plant Room	Splashpad & Plant Room	Tolerable	12	High	6	Medium	6	Medium
95	Environmental Damage - Splash pad	Splashpad & Plant Room	Tolerable	20	Extreme	10	Medium	10	Medium
97	Physical Damage/ Injury - Splashpad/ Plant Room	Splashpad & Plant Room	Tolerable	16	High	8	Medium	8	Medium

## Risk Matrix Report

#	Risk	Area of Business	Tolerance	Inherent Score		Current Score		Target Score	
102	Environmental Damage - The Pavilion Café	Pavilion Cafe	Tolerable	16	High	8	Medium	8	Medium
103	Financial Loss - The Pavilion Café	Pavilion Cafe	Tolerable	12	High	6	Medium	6	Medium
104	Physical Damage/ Injury - The Pavilion Café	Pavilion Cafe	Tolerable	16	High	8	Medium	8	Medium
111	Physical Damage/ Injury - Water Refill Unit	Water Refill Unit	Tolerable	2	Low	2	Low	1	Low
114	Administration/Legal Error - Website	Website	Tolerable	6	Medium	3	Low	3	Low
115	Technical Fault/ Failure - Website	Website	Tolerable	6	Medium	3	Low	3	Low
116	Damage, loss or injury at a Town Council Event	Other, Town Park	Tolerable	16	High	6	Medium	6	Medium

<b>Completed By</b>	Tom Dommett
<b>Date</b>	02.05.2025
<b>Position</b>	Town Clerk