

## Governance Risk Assessment due to low Cllr numbers

What are the hazards?	Who might be harmed	Controls Required	Action by whom?	Risk Control	Like-likelihood	Impact	Risk Score
Insufficient number of Cllrs to undertake proper processes and controls	Public confidence in Parish Council	Financial controls should be shared with as many Cllrs as possible. Clerk should minimise frequency of “payment runs”.	Council and Clerk	Council and Clerk	3	3	9
		Budgets to be agreed by WG of at least 3 Cllrs before being put before Council.	Clerk and WG	Clerk and WG			
Poor service to the community due to Cllr’s time being spread too thinly	Council reputation	The Council should try and prioritise the work that it engages in. This may mean that projects may be held back.	Council and Clerk	Council	3	3	9
		Projects should be delegated to WG’s which should encourage members of the public onto Working Groups in order to involve more people and “share the load”.	Cllrs that take part in WGs. Clerk	WG’s			
		Working Groups should have at least 2 Councillors, with the Chair being a Cllr. WG’s should follow the Council’s terms of reference for WGs.	Cllr members of WGs	WGs			
Discourtesy to members of the public in WG’s because their vote will not count	Council reputation	Members of the public attending WG’s need to have their voices heard. Cllrs on the WG should take their opinions into account when voting occurs. If Clerk attending their opinions should be minuted where possible.	Clerk and Cllr WG members	Clerk and Chair of WGs	4	3	12

