

FINANCIAL RISK ASSESSMENT

CHECK LIST FOR PARISHES ON RISK ASSESSMENT

COUNCIL : PAINSWICK PARISH COUNCIL DATE : November 2016

Potential Risk Areas

Insurable Risks

COMMENTS

- | | | |
|---|-----------------------|--|
| 1. Fixed Assets | Protection: | Buildings: £1,786,952.00
Equipment: £135,585.00 |
| | Maintenance: | Regular Attention |
| | Security: | Acorn Security Alarm |
| | Register Maintenance: | Up to Date |
| 2. Public Liability to third parties as result of services, amenities for public, or property ownership | | £10,000,000 |
| 3. Consequential loss of income following damage by third parties or loss of services | | Not Considered Necessary |
| 4. Fidelity Guarantee | | £96,000 |
| 5. Employers Liability arising from employees | | £5,000,000 |

External Assistance

- | | |
|--------------------------|-------------------------|
| 6. Market Management | None |
| 7. Investment Management | None |
| 8. Trading Units | None |
| 9. Hiring in of Services | £3,000 & over by tender |

Statutory Requirements

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| 10. To confirm borrowings been properly authorized | Yes PWLB. |
| 11. Compliance with PAYE regulations | Yes, up to date |
| 12. Compliance with VAT regulations | Yes, up to date |

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|---|----------------------------|
| 13. Adoption of codes of conduct | Yes |
| 14. Register of Members interests | Register up to date |
| 15. Appointment of Internal Auditor | Yes and in the Minutes |
| 16. Maintenance of Accounting records | In order |
| 17. Adoption of Standing Orders/
Financial Regulations | adopted
19 October 2016 |

Self Controlled Areas

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| 18. Ensuring adequacy of Precept budget | F&GP Committee with RFO
Approved by Council |
| 19. Monitoring of expenditure with Precept budget | RFO and Monthly by
Council. |
| 20. Legality of payments being made | RFO and Full Council
approval |
| 21. Proper use of grants and S137 donations | RFO and F&GP Committee
and Full Council approval |
| 22. Preservation of Voters Rights | Legal Aspects Complied
with. |
| 23. Safety of documents including Minutes | On Memory stick away from
office and internet. |
| 24. Documentation regarding dealings with
the Public. | Available to the Public |
| 25. Standby arrangements for absence of Clerk | Deputy Clerk. |