

TOW LAW TOWN COUNCIL  
RISK ASSESSMENT STATEMENT 2020/21  
ORDINARY MEETING 18<sup>th</sup> May 2021

Following a review of the Council's services and activities the following risks were identified and classified into high, medium and low potential consequences:-

A. LOW

1. Newsletter and WWW site

Cover is taken out under the Council's Insurance Policy for possible Libel and Slander cases.

2. Notice boards

Cover is taken out under the Council's Insurance Policy for All Risks named items.

3. Finance

The adequacy of reserves is considered at the Town Council meeting. Works Contracts are subject to tendering/quotations process. Standing Orders and Financial Regulations are reviewed annually.

B. MEDIUM

1. Insurance arrangements

This is reviewed on an annual basis and when the occasion demands, to reflect possible changes in cover during the term period. Details are reported to a Town Council meeting.

The current cover includes the following:-

Material damage, All Risks, Public Liability, Employers Liability, Fidelity Guarantee, Personal accident and Business interruption.

2. Christmas trees and brackets

Installed and maintained by contractor, Insurance Company informed of event. Brackets are to be inspected by a suitable contractor on an annual basis.

3. Office equipment

Included in rent paid to the Community Association.

4. Stone entrance features

Cover is taken out under the Council's Insurance Policy.

5. Public Seats

Cover is taken out under the Council's Insurance Policy.

6. Millennium Green

Cover is taken out under the Council's Insurance Policy

7. Telephone Kiosk, Inkerman Road

Cover is taken out under the Council's Insurance Policy