Warwick Town Council Risk Management Assessment 2026/2027

Last Updated: 15.1.2026
Reviewed 15.10.2026

The owners of this Register are the Chair of the Finance & Policy Committee, the Leader of the Council and Town Clerk (Respectively Cllr J Sinnott, Cllr D Skinner & Jayne Topham)

				RAW RISK RATING				Mitigated RISK RATING			
Risk Category	**Area**	**Date Identified**	**Risk Identified**	**LIKELIHOOD**	**Potential Impact**	**Score**	**Mitigation**	**LIKELIHOOD**	**IMPACT**	**OVERALL RISK RATING**	**Action Required / Update**
Financial Risk	Banking	01/01/2024	Failure of bank Money invested is more than FSCS compensation limit	Low	High	8	Lloyds Bank used. Councils policy follows latest guidance. Move monies into alternative investments	Low	Medium	6	Review banking arrangements / investments in compliance with investment policy
Financial Risk	Reserves	01/01/2024	Ensure sufficient levels of reserves	Medium	High	12	Reserve levels reviewed annually during precept setting	Low	Medium	6	Review reserve policy annually. Budgets reviewed quarterly via Finance and Policy. 4 year forecast prepared and reviewed quarterly
Financial Risk	Invoices	01/01/2024	Warwick District Council changing their operational procedures which has a financial impact on charges to Warwick Town Council with no notification	Medium	High	12	Town Councillors who are also District Councillors should feedback to Town Clerk on any important matters at District that may affect the Town Council	Low	Medium	6	Assistant Town Clerk to review agenda and minutes of District Council meetings to highlight any concerns affecting Warwick Town Council
Operational Risk	Historical Artefacts	01/01/2024	Financial loss if physical assets are not insured sufficiently	Low	High	8	Asset register reviewed annually - revalued every 5 years. Contents insured with an increase line with RPI	Low	Medium	6	Next revaluation December 2026. Insurance re-contract April 2024
Operational Risk	The Court House	01/01/2024	Financial loss if building is not maintained regularly	Low	High	8	Regular maintenance schedule which will feed into budget figures. Reserve account established	Low	Medium	6	Court House maintenance reserve is added to annually
Operational Risk	Public Events	01/01/2024	Financial loss and/or reputational damage if proper procedures are not followed at public events managed by the Town Council	Medium	High	12	Town Clerk aware of political climate to enable preventative measures to be instigated prior to event. Event plans assessed by the Safety Advisory Group. Public Liability Insurance in place	Medium	Medium	9	Ensure insurance levels are sufficient. Ensure contingency plans are in place Martyn's Law will impact events of over 800 people attending - RA may be necessary.

Operational Risk	Responsible for Closed Churchyards Trees and infrastructure	01/01/2024	Financial loss should a member of public be injured	Medium	High	12	Public Liability in place. Tree surveys carried out by the Forestry Team (Warwickshire County Council) every 3 years Establish who is responsbile for walls, paths and gravestones	Low	High	8	Tree reports identify required works which have been carried out immediately after reporting. Ownership of the risk for gravestones and walls needs to be clarified.
Operational Risk	Responsibility for Trees on the allotments sites	01/01/2024	Financial loss should a member of public be injured	Low	High	8	Public Liability in place. Tree surveys carried out by the Forestry Team (Warwickshire County Council) every 3 years	Low	Medium	6	Tree reports identify required works which have been carried out immediately after reporting. Ensure sufficient budget for maintenance and that the levels of public liability are sufficient
Strategic Risk	Reputation risk if Councillors do not follow policy and procedures	01/01/2024	Bad press. Damaged image. Staff moral effected	Low	High	8	Introduce Civility & Respect pledge Ensure the code of conduct is understood and followed	Low	Medium	6	Provide training where necessary