



RISK ASSESSMENT POLICY

Adopted 18 May 2015 (Minute No.13)

Reviewed: Annual Meeting of Town Council 22 May 2017 (Minute No TC1866/4)

Next Review: Annual Meeting of Town Council May 2018

The Council takes seriously its responsibilities to staff and to the management of public property and finance and will carry out a review of risks in February each year:

The scope of review will include:

Premises

Land

Cash & Investments

Financial Administration

Staff

General Administration

Data

Insurance

Procurement

In addition the Council will periodically update the Health & Safety Policy when new work practices, equipment or premises are introduced.

In addition the Clerk will inform the Council of the need to make interim reviews