

**HARPENDEN TOWN COUNCIL
RISK REGISTER 2016/17**

1. [CORPORATE AND STRATEGIC RISK REGISTER](#)

Including:

- 1.1 Democratic Representation & Reputation
- 1.2 Financial Management
- 1.2a Banking
- 1.3 Statutory & Consultative Bodies
- 1.4 Staffing & Employment
- 1.4a Driving & Cycling on Council Business
- 1.5 Information, Website & Social Media
- 1.6 Premises & Assets General
- 1.6a Assets – land adjacent to Westfield Recreation Area
- 1.7 General Public
- 1.8 Events – General
- 1.9 Contractors – General

2.1 [OPEN SPACES RISK REGISTER](#)

Including:

- 2.1.1 Commons Walk
- 2.1.2 Common, Greens & Open Spaces
- 2.1.3 Allotments
- 2.1.4 Lydekker Park
- 2.1.6 Vehicles & Plant
- 2.1.7 Pest Control
- 2.1.8 Teddy Bears Picnic Lydekker Park
- 2.1.10 Harpenden Common Carnival (Discovery Day)
- 2.1.11 Bat & Butterfly Surveys
- 2.1.12 Westfield Recreation Ground
- 2.1.13 Porters Hill Park
- 2.1.14 Marquis Lane Open Space
- 2.1.15 Batford Springs Nature Reserve
- 2.1.16 Armed Forces Day
- 2.1.17 Diamond Jubilee Structures
- 2.1.18 Batford Springs Reserve Ramble

2.2 [TOWN CENTRE RISK REGISTER](#)

Including:

- 2.2.1 Town Centre Concourse & General
- 2.2.3 Harpenden in Bloom Planting
- 2.2.4 Public Conveniences
- 2.2.5 Street Furniture
- 2.2.6 Christmas Carnival
- 2.2.7 Christmas Lights
- 2.2.7a Christmas Lights Southdown Switch On
- 2.2.7b Christmas Lights Batford Switch On
- 2.2.8 Farmers Market
- 2.2.9 Food and Drink Festival
- 2.2.10 Lydekker Car Park
- 2.2.11 Air Raid Shelters
- 2.2.12 Working at height

- 2.2.13 Working on Highway / Footway for HCC / SADC
- 2.2.14 Winter Maintenance

PARK HALL AND TOWN HALL RISK REGISTER

Including:

- 2.3 PARK HALL
 - 2.3.1 Park Hall
 - 2.3.2 Park Hall Kitchen & H&S
 - 2.3.3 Park Hall Disabled Ramp
 - 2.3.4 Park Hall Fire Inspection Assessment (not included here)

- 2.4 TOWN HALL / INFORMATION POINT / OFFICE
 - 2.4.1 Town Hall – General
 - 2.4.2 Information Point
 - 2.4.3 Office Risks
 - 2.4.4 Council Meetings
 - 2.4.5 Public Communications, including Forum, Town Guide etc.
 - 2.4.6 Town Hall Fire Inspection Assessment (not included here)

2.5 MEMBERS & CIVIC ACTIVITIES RISK REGISTER

Including:

- 2.5.1 Civic Representation / Mayoral Activities
- 2.5.2 Civic Events
- 2.5.3 Town Twinning
- 2.5.4 Mayoral Visits
- 2.5.5 Remembrance Day Service
- 2.5.6 Civic Service
- 2.5.7 Annual Town Meeting & Mayor Making

YOUTH COUNCIL AND OTHER SERVICES RISK REGISTER

Including:

- 2.6 YOUTH TOWN COUNCIL

- 2.7 OTHER SERVICE & AREAS
 - 2.7.1 Planning and Development Control
 - 2.7.2 Community Grants