

**HARPENDEN TOWN COUNCIL
RISK REGISTER 2017/18
APPROVED AT COUNCIL MEETING ON 29 JANUARY 2018**

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

Including:

- 1.1 Democratic Representation and Reputation
- 1.2 Financial Management
- 1.2a Banking
- 1.3 Statutory and Consultative Bodies
- 1.4 Staffing and Employment
- 1.4a Driving and Cycling on Council Business
- 1.5 Information, Website and Social Media
- 1.6 Premises and 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 and Open Spaces
- 2.1.3 Allotments
- 2.1.4 Lydekker Park
- 2.1.6 Vehicles and 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 and 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
- 2.1.17 Diamond Jubilee Structures

2.2 [TOWN CENTRE RISK REGISTER](#)

Including:

- 2.2.1 Town Centre Concourse and 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
- 2.2.8 Farmers Market
- 2.2.10 Lydekker Car Park
- 2.2.11 Air Raid Shelters
- 2.2.13 Working on Highway / Footway for HCC / SADC
- 2.2.14 Winter Maintenance
- 2.2.15 Christmas Tree Installation

PARK HALL AND TOWN HALL RISK REGISTER

Including:

- 2.3 **PARK HALL**
 - 2.3.1 Park Hall
 - 2.3.2 Park Hall Kitchen and 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 Chamber – External Use
 - 2.4.7 Town Hall Fire Inspection Assessment (not included here)

- 2.5 **MEMBERS AND 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 and Mayor Making

- 2.6 **OTHER SERVICES**
 - 2.6.1 Planning and Development Control
 - 2.6.2 Community Grants