Okehampton Town Council
Policy & Resources Meeting 21st June 2021
Meeting Report

Date:	27th May 2021
Name:	Emma James
Subject:	Risk Assessment Software

10. **Risk Assessment** – To consider an annual subscription in relation to the provision of risk assessments

DMH Solutions Ltd offer a package known as the Local Council Risk System which is widely used in the sector by Councils. www.dmhsolutions.com/lcrs

LCRS (Local Council Risk System)

The **Local Council Risk System** has been designed to allow Town or Parish Clerks to quickly identify and score their local risks. The system has been designed by internal auditors with the aid of several Town and Parish Clerks.

Designed by practising professionals specifically to meet the needs of Local Councils and assist in the general administrative process, the system combines ease of use with effective solution. More than 390 general risks and over 1,100 controls, identified in service areas, that can readily be amended or supplemented to account for unique local risks, are built into the programme. A straightforward scoring and reporting system leads to an action plan that pinpoints both timescale and responsibility.

Benefits
- Saves you time.
- Simple five-step process.
- Easy set-up process.
- Easy to navigate around and user-friendly.
- Most risks already listed.
- Your legal requirements listed.
- Add your own local Council specific risks.
- Ability to customise all pre-loaded risks.
- Customised reports automatically produced.
- Action plan automatically created.
- Insurance and Health and Safety checklist reports included.
- Year on Year comparison.
- Spreadsheet export function.
- Full Help file.

The LCRS five-step process
The scoring system is a **five-step** process starting with entering your Council details followed by selecting and scoring your risks. **LCRS** allows you to add new risks and amend current risks to your local situation. **Action plans** are automatically created for any highlighted risks.

Costings

The cost of the software is £198 +vat and comes with a lifetime licence. Updates are undertaken every two or three years, although non-standard risks line the Covid19 pandemic can be downloaded free of charge as they are added.

Upgrades to the software - £39 +vat
Provision of software for IT upgrades - £99 +vat