

ICKLESHAM PARISH COUNCIL

A local council for the peoples of Icklesham, Winchelsea, Winchelsea Beach and Rye Harbour

RISK POLICY

What is Risk Management

Risk is a threat that an event or action will adversely affect the Council's ability to achieve its objectives and provide its services.

Risk management is a process by which risks are identified, evaluated, addressed and reviewed. The Council recognise that it has a responsibility to take all reasonable and practical measures to safeguard its employees, the people it works with, service users and members of the public.

The focus of good risk management is to identify what can go wrong and to take appropriate steps to avoid this or successfully manage the consequences.

This policy as a whole is reviewed annually by the Clerk at or around the renewal date (March) and any changes recommended to Council. Other changes are made as and when circumstances require such as the acquisition of a new item of equipment.

Objectives

The objectives of the Risk Management Policy are as follows:-

- Manage risk in accordance with best practice and legislative requirements
- Minimise loss, disruption, injury and damages
- Identify potential risks and their likely impact on the Council

The Objectives will be achieved by:-

- Identifying potential risks
- Undertaking regular risk assessments (via third party where necessary)
- Managing the risks and recording actions

Risk Register

Members are ultimately responsible for risk management because risks threaten the achievement of policy objectives. As a minimum, at least once each year Members should:

1. take steps to identify and update their record of key risks facing the Council;
2. evaluate the potential consequences to the Council if an event identified as a risk takes place;
3. decide upon appropriate measures to avoid, reduce or control the risk or its consequences; and
4. record any conclusions or decisions reached.

The risk register enables the Council to assess the risks that it faces and confirm that it has taken appropriate steps to mitigate or eliminate those risks.

The Risks have been broken down into the following areas:-

1. Financial and Management
2. Property

External Advice

Where necessary, the Council seek the advice of third parties to identify risk.

- An play inspection is carried out annually by a qualified play ground equipment inspection company.
- A Parish-wide Health and Safety risk assessment is carried out annually by a qualified inspector.
- A tree survey is carried out every two years by a qualified tree surgeon.

Agreed and adopted on 14th March 2022

Reviewed and readopted 15th May 2023 (Minute Ref: 23/68)

Signed: Cllr J Stanford (Chair)