



Kidlington Parish Council Risk Management Policy

1. General Statement

Risk management is an essential part of effective corporate governance. Therefore, the Council has a statutory duty to have in place arrangements for managing risk as stated in the Accounts & Audit Regulations 2015.

“A relevant authority must ensure that it has a sound system of internal control which ensures that the financial and operational management of the authority is effective and includes effective arrangements for the management of risk”.

2. Definition

Risk is the chance or possibility of loss, damage, injury or failure to achieve the Council’s policies and objectives caused by an action or event for which the Council may be unprepared. Risk management will involve a process of identifying those risks which could either threaten the Council financially or its well being, and wherever possible to mitigate those risks to the lowest possible level.

3. Aim

This procedure outlines the Council’s risk assessment process to ensure the health and safety of persons affected by the Council’s activities which complies with all relevant legal requirements.

4. Legal Requirements

Kidlington Parish Council will conform with all legal requirements relating to risk, and in particular:

- Health and Safety at Work Act 1974
- Management of Health and Safety at Work Regulations 1999

5. Policy Statement

Kidlington Parish Council has acknowledged through its Financial Regulations that it has a responsibility to manage its risks effectively in order to protect its employees, assets, liabilities and community against potential losses and to minimise any impact which could present itself, thus preventing the Council from achieving its vision.

The Council is aware that not all risks can be eliminated fully, however through correct and careful procedures there will be a focussed approach to managing any risks.

The Council will expect all Members and employees at all levels to understand the nature of any risks and accept responsibility for risks associated within their area of authority, as follows:

- Councillors: To oversee effective management of risk by council staff
- Senior Officers: To ensure that the Council manage risk effectively through the development of a comprehensive risk management strategy
- Employees: To manage risk effectively within their jobs

6. Objectives

The Parish Council will:

- a) Ensure that Risk Management forms an integral part of the Council's procedures.
- b) Manage any risk in accordance with best practice.
- c) Anticipate and respond to changing social, environmental and legislative requirements.
- d) Identify risks and the impact of those risks when adopting policies and making operational decisions.
- e) Positively and actively promote an awareness of risk management for all council services.

7. Implementation

The Parish Council will:

- a) Establish clear roles, responsibilities and reporting lines within the Council
- b) Inform relevant Committees of the Council, where applicable, of potential risks identified
- c) Provide training of staff in risk management procedures
- d) Carry out risk assessments in all areas of the council's activities
- e) Continue to monitor procedures and assessments periodically.
- f) Prepare contingency plans for potential risks which could have a significant effect on the Council and or the community