

**Title of meeting:** Governance and Audit and Standards Committee

**Date of meeting:** 27<sup>th</sup> July 2018

**Subject:** Risk and assurance management policy

**Report by:** Director of HR, Legal and Performance

**Wards affected:** n/a

**Key decision:** No

**Full Council decision:** No

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**1. Purpose of report**

1.1 The report presents the council's risk and assurance management policy to the Governance and Audit and Standards Committee for approval.

**2. Recommendations**

2.1 The Governance and Audit and Standards Committee are asked to:

- 1) Approve the attached Risk and Assurance Management Policy
- 2) Agree to review the risk management policy in June 2020, including risks current at the time and lessons learnt over the previous year.

**3. Background**

3.1 The Council is committed to embedding a culture of risk awareness within our everyday activities such that formal processes and unnecessary documentation can be minimised but that risk management remains an effective part of the governance framework.

3.2 The attached Risk and Assurance Management policy sets out how this will be achieved. Significant features of the policy are:

- Roles and responsibilities are set out clearly
- Components of process, such as training and monitoring are clearly described.

3.3 Whilst it is accepted that risk cannot be entirely eradicated, the following are areas on which the council will not compromise its position by taking a greater level of risk than is absolutely necessary and will take all reasonable steps to eliminate or mitigate the risks where identified:

- Where there is risk of physical harm

- Where non-compliance with Legislation could lead to imprisonment or significant fines

#### **4. Reasons for recommendations**

- 4.1 The policy has been in effect since 2013, and has been regularly reviewed to ensure that it is in line with the current structure. For this review, a previous recommendation that this policy forms part of corporate induction has been removed, and a requirement to specify the "time" of a risk has been removed, with a request instead to consider this as part of assessing the nature of the risk. There are no other amendments considered necessary (for example, to practice or procedure).

#### **5. Equality impact assessment**

- 5.1 An equality impact assessment is not required as the recommendations do not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

#### **6. Legal implications**

- 6.1 Legal considerations have been taken into account in the preparation of this report and where appropriate embodied within it.

#### **7. Director of Finance's comments**

- 7.1 There are no financial implications arising from the recommendations in this report.

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Signed by: Jon Bell, Director of HR, Legal and Performance

#### **Appendices:**

#### **Appendix 1 - Risk and Assurance Management policy**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location