

# **Sundridge with Ide Hill Parish Council**

## **Risk Management Policy Statement and Risk Assessment**

### **Definition of Risk Management**

Risk is the threat that an event or action will adversely affect an organisation's ability to achieve its objectives and to successfully execute its strategies. Risk management is the process by which risks are identified, evaluated and controlled. It is a key element of the

framework of governance together with community focus, structures and processes, standards of conduct and service delivery arrangements.

### **Risk Policy Statement**

Sundridge with Ide Hill Parish Council, hereafter referred to as SWIH PC recognises that it has a responsibility to manage risks effectively in order to protect its Councillors, staff, assets, liabilities and the community against potential losses, to minimise uncertainty in achieving its goals and objectives and to maximise its opportunities.

SWIH PC is aware that some risks can never be eliminated fully and it tries to ensure it has a strategy that provides a structured, systematic and focussed approach to managing risk.

SWIH PC will be constantly vigilant and update its policies on an ongoing basis.

### **Approach to Risk Management**

SWIH PC's approach to risk management is that it should try to identify and manage risks in the most cost effective manner within overall resources available.

Each risk identified by SWIH PC is recorded in SWIH PC's risk assessment documents. The impact is assessed; control measures it feels to be appropriate are put in place together with the frequency with which the risk should be reviewed.

In this respect the Chairman of each committee or working party prepares and completes a risk assessment on an annual basis prior to the commencement of the preparation of the next Annual Budget.

On completion, a Councillor is nominated annually to review the risk assessments in conjunction with the Clerk to produce a summary to full Council of matters with outstanding issues. The Council will progress any action required or delegate it to a Committee or Sub-committee if appropriate.

Adopted

