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# **MELMERBY PARISH COUNCIL RISK MANAGEMENT POLICY & RISK ASSESSMENT**

## **Document History**

Notes of changes in updated versions	Version No	Date of approval / adoption
Financial Regulations as initially approved and adopted	1	July 2019

## **Introduction**

Melmerby Parish Council (hereafter referred to as 'Council') recognises the importance of Risk Management in order to maintain the ability to deliver the activities/ services expected of the Council. Risk Management is a factor that enables the Council to satisfy its objective to deliver high quality public services.

## **Purpose and Scope**

This policy applies to all Councillors, employee, contractors or others who may be carrying out operations for and on behalf of the Council, and those who may be affected by their work.

## **Responsibility for Risk Management**

Responsibility for effective Risk Management rests with all Members of the Council.

Members have ultimate responsibility for Risk Management as risks threaten the achievement of policy objectives. In the context of Risk Management Members;

- exercise leadership,
- consider and adopt current and future risk management policies and strategies, and
- support and monitor the risk management process.

## **Risk Management Policy Statement**

The Risk management Policy of the Council is to be fully committed to effective Risk Management, adopting best practices in the identification, evaluation and control of risks, in order to:

- integrate risk management into the culture of the Council;
- eliminate or reduce risks to an acceptable level;
- anticipate and respond to changing social, environmental and legislative requirements;
- prevent injury and damage and reduce the cost of risk;
- raise awareness of the need for Risk Management.

## **Approach to Risk Management**

The Council's approach to Risk Management requires that all risks should be systematically identified and managed in the most cost effective manner within overall resources available.

Each risk identified by the Council is recorded in the Council Risk Register. The impact is assessed and appropriate control measures are put in place. A Review Frequency is implemented and the management of the Risk is assigned to a person within the Council.

The overall responsibility to ensure that this procedure is adhered to rests with the Clerk to the Council.