Ide Parish Council

Draft Risk Management Policy

Council meeting 10 July 2019

BRIEFING NOTE

A draft Risk Management Policy, set out as an Excel spread sheet, is presented with this briefing note for initial discussion at the Ide Parish Council meeting on 10 July 2019.

This is the first attempt that the Council has made at writing a Risk Management Policy. It was adapted, as suggested by our internal auditor, from the policy of a nearby local parish council.

The right hand column – review, assess, revise - is left blank for nearly all items, to be completed when we first run the policy in earnest against our current practice.

At this stage, the parish clerk Mel Liversage and I ask councillors to make early observations at the meeting on 10 July; then review the items in further detail, with a view to responding by correspondence in the ensuing six weeks. We propose then to revise the policy, and present it in final draft at September’s meeting for approval.

The clerk and councillors will then work on assessing our procedures and practices against the final policy, with a view to reporting to the Council on each item, using the right hand review, assess and revise column, at the December 2019 meeting.

Nick Bradley

Chairman

3 July 2019