

Agenda Item 12

For decision - Approval of Risk Register 2024/25

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Summary

We are required to actively manage risk. To help us do this we have a Risk Strategy (Constitution - Chapter 12) describing how we go about doing this and a Risk Register with control measures detailing risks we face and how we will manage them. The Register includes an action plan (see column M)

Every year Council has to review and approve the Strategy and the Register to be confident that it is managing risk competently. This report describes the risk management approach. The relevant documents are in appendices.

Background

There is a responsibility on FTC to demonstrate best practice in all aspects of their governance and the assessment and management of risk is a key part of this.

Managing risk is something we do continually. The important thing is to identify risks and plan for how these risks can be mitigated but not necessarily removing the risk completely. For example, someone who is injured using the skate park is a risk we are very aware of. While we take various measures to help users skate safely, we do not remove the risk completely by closing the skatepark. In short, we manage the known risks.

[The Risk Strategy can be viewed on the website at Appendix 12.1](#), it is chapter 12 of the Council's constitution and describes our approach to managing risk. It has been reviewed and very minor changes to dates and formatting are proposed.

[The Risk Register can be viewed on the website at Appendix 12.2](#), and is a list that identifies and assesses all risks the Council faces from our reputation, the safe use of specific chemicals in cleaning, through public liability insurance cover and ensuring that Frome Town Council's events are safe. It includes control measures in place mitigate those risks, if possible. The Risk Register has been reviewed, assessed and risks numerically evaluated. We have separate risk assessments for events and specific tasks e.g. using a chainsaw.

There is also an action plan in the Register at column M to further mitigate some risks.

For information, we are in the process of obtaining quotes for our insurance policy which expires in April 2025. We have instructed Easton Bevins to undertake a Reinstatement Cost Assessment for the Town Hall and Elliot Building for an updated figure for our insurance.

Recommendation

Instruct the Chair to sign the 2024/25 Risk Register on behalf of the Council and approve the 2024/25 Risk Management Strategy.