



**Lewes District Council**

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MINUTE EXTRACT

**Cabinet – 12 July 2011**

**31 Risk Management – Annual Report to Cabinet**

The Cabinet considered Report No 123/11 relating to the annual report on risk management.

In September 2003, Cabinet had adopted a Risk Management Strategy that set out the responsibilities for risk management at the Council and which was supported by a framework of procedures and guidance for the assessment of risks and the development of mitigating controls. The Strategy included provision for its annual review by the Corporate Management Team (CMT) which had been undertaken in June 2011. Subsequently, the Strategy which was set out at Appendix 1 to the Report, had been updated with minor changes.

The Council had a standard approach for assessing risk which was applied to service planning, the management of major projects and decision making. Paragraph 4 of the Report outlined the main steps that were carried out when risks were assessed.

An analysis of risk had been undertaken as part of the service planning process for 2011/12. Managers had assessed the current risk in terms of High (red), Medium (amber) or Low (green) to indicate the possible hazard to the Council, further details of which were set out in paragraph 7 of the Report. A summary of current risks from 2011/12 service planning and other sources was set out in paragraph 9 of the Report.

Strategic risks were those that were likely to have a significant impact across the Council. If they occurred, they were likely to prevent the Council from achieving its strategic objectives. The CMT was responsible for ensuring that adequate steps were taken to mitigate such risks.

In June 2011, the CMT had reviewed the list of the top strategic risks that were faced by the Council and, in doing so, had taken into account the 2011/12 service planning exercise and a review of the risks from other sources. Details of the rankings of the Council's strategic risks were set out

in paragraph 11 of the Report.

Paragraphs 12 and 13 of the Report provided an update on risk management and details of key developments in respect thereof.

Resolved:

- 31.1** That the annual report on risk management, as set out in Report No 123/11, be received and endorsed;
- 31.2** That the Council's Risk Management Strategy, as set out at Appendix 1 to the Report, be noted;
- 31.3** That the arrangements to mitigate risks, including the focus on strategic risks, as set out in paragraphs 10 to 11 of the Report, and the summary of the Council's risk registers, as set out at Appendix 2 thereto, be noted; and
- 31.4** That the summary of progress on key tasks in the year to June 2011 and the action plan for the year ahead, as set out at Appendix 3 to the Report, be noted.

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Reasons for the Decisions:

The Council is committed to the proper management of risk. Report No 123/11 forms part of the annual reporting cycle on risk as set out in the Risk Management Strategy. The Report is also one of the key elements in the Council's submissions to the external auditor, PKF, and will provide data for the Annual Governance Statement which will accompany the statement of accounts for 2010/11.