

RISK MANAGEMENT POLICY STATEMENT

CITY OF YORK COUNCIL

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OVERVIEW

This document describes the council's approach to Risk Management. It describes the philosophy and principles upon which the council will enable a culture of proactive Risk Management.

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INTRODUCTION

1. The City of York Council aspires to be a well managed and successful organisation and a vital aspect to achieving this is the use and integration of Risk Management into its systems and processes. Having an established and effective Risk Management framework, embedded into the culture of the organisation, will contribute to the achievement of the Corporate Strategy and in particular organisational effectiveness.

BACKGROUND

- 3 The council's approach to risk management has evolved on a piecemeal basis over a number of years with no consistent framework in place setting out how the council wishes deliver an enterprise-wide approach to risk management.
4. The development of a risk management policy statement as a fundamental element of the organisation's risk management strategic framework will ensure that key principles of good practice are embedded universally across the Council.

RISK MANAGEMENT DEFINITION

5. City of York Council's definition of risk is:
'Risk management is a planned and systematic approach to the identification, evaluation and control of risk used to manage potential threats to the achievement of objectives'.

POLICY CONTEXT & SCOPE

6. The purpose and provisions of this policy statement are consistent with the ambitions set out in the Council's Corporate Strategy and should be viewed in that context.
7. The principles and requirements set out in this policy statement and associated framework documents are applicable to all City of York Council processes and in particular evidence of compliance must be provided in the following areas: -
 - I. Financial planning & control
 - II. Strategic planning & objective setting
 - III. Service planning & delivery
 - IV. Reports & decision making

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- V. Policy making, audit & review
- VI. Performance management
- VII. Project management

POLICY STATEMENT

- 8 The risk management policy of City of York Council is to apply best practice in the identification, evaluation, and cost-effective control of risk to ensure that risks are managed, eliminated or reduced to an acceptable level. The policy and strategy support opportunity risk and do not look to inhibit innovation but to deliver change in a well managed and controlled way.
- 9 The Council recognises that it has a responsibility to manage hazards and risks and this policy and accompany strategy supports a structured and focused approach to managing them. In this way the Council will better achieve its corporate objectives and enhance the value of services it provides to the community.
- 10 It is acknowledged that some risks will always exist and will never be eliminated. All employees must consider risk and accept responsibility for risks associated with their area of authority.

OBJECTIVES

- 11 This policy statement along with the strategic framework documents aim to help facilitate the following objectives: -
 - I. Achieve the corporate strategy.
 - II. Successful delivery of major and innovative projects.
 - III. Establish and maintain effective ways of working in partnership.
 - IV. Maximise the potential for taking advantage of opportunities.
 - V. Encourage the authority to anticipate and respond to changing social, environmental and legislative conditions.
 - VI. Minimise the risk of damage, loss, injury, and inconvenience to citizens, staff and service users.
 - VII. Maintain a robust framework of procedures for the identification and management of risk.
 - VIII. Establish clear and accountable, roles and reporting lines.
 - IX. Promote an open and proactive Risk Management culture.

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PRINCIPLES

- 12 The basic principles underpinning this policy statement are as follows: -
- I. It is every employee's responsibility to identify and ensure the management of risks within their remit and to flag risks outside their remit to the Risk Management section.
 - II. All significant risks¹ and their associated controls are documented in the council's risk register.
 - III. It is the responsibility of risk owners to ensure their entries within the council's risk register are maintained.
 - IV. High and critical risks should be reduced to an acceptable level, within an appropriate timeframe when it is germane to do so.
 - V. High and critical risks are reported to the appropriate senior management team, board or committee.

EVALUATION AND REVIEW

- 13 This policy will be reviewed annually to ensure its continued relevance and to assess its performance against its objectives as set out above.

¹ Significant risks are those with the greatest inherent or current potential to harm the organisation