Itchingfield Parish Council

Risk Management Policy

1. **Introduction**
   1.1 This policy sets out the Council's objectives for risk management and the approach it uses to achieve them.
   1.2 The Council recognises its responsibility to take all reasonable and practical measures to safeguard its employees and the people it works with and to those that it provides services. The Council also recognises its responsibility to take all reasonable and practical measures to protect the natural and built environments for which it is responsible.
   1.3 Some risks cannot be eliminated fully. The Council recognises this limitation and has a strategy in place that provides a structured, systematic and focused approach to managing risk.
2. **Policy objectives**
   2.1 This policy aims to:
   - Embed risk management in the Council's culture
   - Follow best practice and legislative requirements when managing risk
   - Keep loss, disruption, injury and damages to a minimum
   - Identify risks and their likely impact to inform policy and operational decisions
   - Build awareness of why risk management is needed

   2.2 The Council will achieve these objectives by:
   - Identifying risks
   - Assessing risks
   - Managing risks and documenting actions
   - Considering risk management within Council processes
   - Delivering appropriate training
   - Defining clear roles, responsibilities and reporting lines
   - Communicating effectively with employees and involving them actively

Reviewed and adopted October 2026

Edited NY_20261026