

THE CHARTER TRUSTEES FOR BOURNEMOUTH



Report subject	Review of the Risk Register
Meeting date	24 January 2022
Status	Public Report
Executive summary	<p>At its meeting on 25 January 2021 the Charter Trustees considered the development of the risk register and agreed that the register as submitted be agreed and reviewed on a regular basis as appropriate.</p> <p>This report provides an opportunity to review the register attached as Appendix 1 to the report taking account of new and emerging risks.</p>
Recommendations	<p>It is RECOMMENDED that:</p> <p>the risk register, as attached at Appendix 1 to the report be reviewed, updated and approved subject to consideration of paragraph 3 below.</p>
Reason for recommendations	That in accordance with the decision of the Charter Trustees on 25 January 2021 and best practice the risk register should be reviewed on a regular basis and updated to take account of new and emerging risks.
Honorary Clerk	Graham Farrant
Report Authors	Karen Tompkins, Deputy Head of Democratic Services
Wards	Not applicable
Classification	For Decision

Background

1. The Risk Register was agreed by the Charter Trustees on 25 January 2021. The purpose of the report is to review the register as attached at Appendix 1 to the report.

2. The Charter Trustees are asked to consider any changes and updates required together with any new risks that need to be added to the register taking account of the operation of the Charter Trustees and how it has evolved since 1 April 2019.
3. Set out below are updates on the existing risks:
 - (a) **Historical and ceremonial assets – Loss of civic regalia** - next annual check to be undertaken shortly. Charter Trustees are asked to consider when the next full evaluation of assets should be undertaken.
 - (b) **Finance – Non-compliance with the financial regulations adopted by the Charter Trustees** – bespoke Financial Regulations for the Charter Trustees were adopted at its meeting on 25 January 2021.
 - (c) **Transmission of Covid 19 Infection – Exposure of Civic dignitaries and Civic team to the virus** – It is acknowledged that Covid 19 has impacted on the operation of the Charter Trustees since March 2020. As Government Guidance has been updated the Civic Team has adapted advice provided in respect of engagements to assess risks as the pandemic has evolved. In addition, this has included compliance with advice provided by BCP Council's Health and Safety Team.
 - (d) **Budgets – The Charter Trustees make decisions which are not financially viable** - budget workshops were held in December 2020 and 2021 in respect of the preparation of the budgets for 2021/22 and 2022/23. This included consideration of the implications for the precept prior to approval by the Charter Trustees. Budget Workshops will continue to be held on an annual basis.

Options Appraisal

4. Best practice indicates that the register should be reviewed on a regular basis. The Charter Trustees need to ensure that all risks have been reflected and appropriate mitigations included to manage the implications of any risks.

Summary of financial implications

5. Any financial implications associated with the mitigations put in place to manage the risks will be considered by the Charter Trustees and approved prior to implementation.

Summary of legal implications

6. There are no legal implications associated with this report.

Summary of human resources implications

7. There are no human resources implications associated with this report.

Summary of sustainability impact

8. There is no sustainability impact associated with this report.

Summary of public health implications

9. There are no public health implications associated with this report.

Summary of equality implications

10. It should be acknowledged that one of the risks identified in the register is Equality and Diversity - Failure to comply with the Law. The mitigation identified is that in accordance with their role as BCP Councillors, the Charter Trustees will ensure compliance with the Equality & Diversity legislation as required of the BCP Council.

Summary of risk assessment

11. Any risk assessments required in respect of the mitigations identified within the register will be undertaken as appropriate.

Background papers

None.

Appendices

Appendix 1 – Risk Register