

THE CHARTER TRUSTEES FOR POOLE



Report subject	Review of the Risk Register - Poole
Meeting date	25 January 2023
Status	Public Report
Executive summary	This report provides Charter Trustees with an opportunity to review the Risk Register attached as Appendix 1 to the report, taking account of updates to existing risks, and new and emerging risks.
Recommendations	It is RECOMMENDED that: the risk register, as attached at Appendix 1 to the report, be reviewed, updated and approved subject to consideration of paragraphs 3 below.
Reason for recommendations	That in accordance with the decision of the Charter Trustees on 27 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.
Report Authors	Neil Fraser (Deputy Head of Democratic Services)
Wards	Not applicable
Classification	For Decision

Background

1. As best practice, the Risk Register should be reviewed by Charter Trustees on a regular basis. The Register was last reviewed at the Charter Trustee meeting held on 26 January 2022.
2. The Charter Trustees are asked to consider the Register and any changes and updates required, together with any new risks that need to be added.
3. Set out below are updates on the risks highlighted within the previous report:
 - a) **Historical and ceremonial assets – Loss of civic regalia** – An annual asset check was recently completed in January 2023.
 - b) **Transmission of Covid 19 Infection – Exposure of Civic dignitaries and Civic team to the virus** – Risk rating reduced, following increased uptake of vaccinations and boosters.

- c) **Budgets** - Risk rating reduced, as Budget workshops continue to be held on an annual basis. The most recent Workshop was held on 13 December 2022.–
- d) **Health and Safety – Lone working** – as previously reported to the Charter Trustees, the lone working arrangements in place are subject to regular review to ensure that they are fit for purpose. The score for the risk is high however all appropriate arrangements are put in place where appropriate for each engagement.

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 arising from this report.

Summary of human resources implications

- 7. There are no human resources implications arising from this report.

Summary of sustainability impact

- 8. There are no sustainability implications arising from this report.

Summary of public health implications

- 9. There are no public health implications arising from this report.

Summary of equality implications

- 10. There are no equality implications arising from this report.

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