

## DECISION RECORD <sup>1</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution [Part 4e - Overview and Scrutiny Procedure Rules](#))

<b>Subject:</b> Risk Management Policy	
Staff Contact: Joe Maggs Tel:	Cabinet Member: Jeannette Thomas Portfolio: Resources

1. **Decision**  
To approve the adoption of the updated Risk Management Policy (2025).
2. **Reasons for the decision**  
The Risk Management Policy is a key component of the Council's internal control framework. The policy has been updated in line with the two-year review schedule. The updated policy has been taken to the following forums for consideration and feedback: Corporate Risk Group, Audit Committee, Cabinet. The Portfolio Holder for Resources has responsibility for risk and has endorsed the policy.
3. **Alternative options considered and rejected <sup>2</sup>**  
No alternative options are proposed. The Council is required to have an effective system for managing risks. The updates are based on enhancements to the previous version of the policy and on the latest guidance available.
4. **Consultation**
  - (a) Comments of Cabinet Member <sup>3 4</sup>  
Councillor Thomas has been consulted and supports the policy.
  - (b) Comments of other consultees <sup>5</sup>  
N/A
5. **Following consultation with, and the concurrence of the Cabinet Member, I am proceeding with the proposed decision.**

Signed: Tom Pike

Title: Chief Executive

Date: 30 September 2025

6. PLEASE RETURN COMPLETED/SIGNED FORM TO DEMOCRATIC SERVICES FOR PUBLICATION

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<sup>1</sup> for guidance see Borough Solicitor's note "Taking Decisions"

<sup>2</sup> details of any alternative options considered and rejected by the officer at the time the decision was made

<sup>3</sup> record any conflict of interest declared by any Cabinet Member consulted. If a Cabinet Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

<sup>4</sup> If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Cabinet Member before proceeding. In some cases it will be necessary to consult more than one Cabinet Member, and in some cases the Leader of the Council will need to be consulted

<sup>5</sup> If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.