

Cwmbran Community Council

BUSINESS RISKS REGISTER 2021/2022

Executive Summary (including any key changes since the previous Register)

1. Financial & Administrative Risks

Measures in place to manage these risks include preparation of accounts & budgets, sound systems of internal control and regular scrutiny by members. Staff development is kept under close review.

Key Changes:

It will be necessary to appoint a new internal auditor.

2. Council Assets Threats

This section refers to insurance cover and other measures which are in place to protect the Council's physical assets.

Key Changes:

The Council's Caretaker/Cleaner has stepped down from the role. A replacement will be appointed.

This report provides Members with an opportunity to confirm that satisfactory and current arrangements for insurance cover in respect of all insurable risks are in place for the current year. (Policy YLL-2720000-2553 (Zurich Municipal)) The Policy is due for renewal in 2022.

3. Legal Threats

Membership of bodies such as One Voice Wales, SLCC & TCALC helps keep the Council up to date with any changes in legal requirements

The Council has made good progress in identifying its responsibilities under the Well-being of Future Generations (Wales) Act 2015, being recognised as Best Practice for its approach. The Council's Governance Framework is kept under review, which will further help to manage risk. The Council has taken steps to comply with General Data Protection Regulation requirements (GDPR.)

Town & Community Councils are represented on the Torfaen Public Services Board and the Standards & Ethics Committee of Torfaen County Borough Council.

Key Changes:

The Council has reviewed progress in dealing with new pressures, such as the Local Government and Elections (Wales) Act 2021.

4. Operational Threats

This part of the Register describes an array of measures in place to ensure that the Council runs smoothly & safely. Such matters are kept under close scrutiny by members.

Key Changes:

Significant new risks being addressed in the current year include the withdrawal of IT and telephony support by SRS and the impact of the Coronavirus outbreak.

The Council's website remains an important part of the Council's public face along with Social Media sites and is under review.

The Council has responded appropriately to the impact of Covid-19.

5. Political/Reputational Risks

Section 5 describes some of the ways in which Members fulfil their obligations as democratically elected members of a statutory body. Town & Community Councils are represented on the Standards & Ethics Committee of Torfaen County Borough Council.

Key Changes:

A new Strategic Way Forward has been approved by the Council to improve business management and other key areas.

6. Special Events, Services & Activities

A varied programme of events & activities is delivered each year. Each event is planned and reviewed by members to ensure that standards are maintained as the Council strives for continuous improvement. The way in which the Council uses its programme of events to engage the public has been recognised as Best Practice. The Council supports Torfaen County Borough Council in the provision of plays. Members pay close attention to its success and operating model.

The Council's budget for Grants to Voluntary Organisations is carefully managed. The Council reviews its criteria for awarding grants and the powers under which funding is awarded. Earmarked Reserves have been set aside to help meet anticipated pressures.

Key Changes:

Some significant new challenges have emerged for the Council. These include the withdrawal of IT and telephony support by SRS (including support for the Councils website) and the impact of the Coronavirus outbreak. The Risk Register describes how these risks are being managed.

The Council has responded appropriately to the impact of Covid-19.

Conclusion

The Council's services, decisions and policies are the subject of close internal scrutiny by Members and appropriate levels of external examination by outside agencies.

The Council has worked hard to promote its achievements to the public and across the wider town & community council sector. This is an important means by which public accountability is demonstrated.

New challenges continue to emerge for the Council. Some of these are described above. The measures described in the Risk Register will help the Council meet such challenges.

It is **recommended** that:

- (1) the Business Risk Register 2020/21 is approved.
- (2) the Council confirms that satisfactory and current arrangements for insurance cover in respect of all insurable risks are in place

David Collins
Clerk to the Council
15 October 2021