



TO: Audit & Governance Committee

FROM: Head of Audit & Assurance

DATE: 19 September 2017

PORTFOLIOS AFFECTED: All

WARDS AFFECTED: All

TITLE OF REPORT: Risk Management – 2017/18 Quarter 1 Review

1. PURPOSE

To provide the Committee with details of the risk management activity that has taken place in the period from 1 April 2017 to 30 June 2017.

2. RECOMMENDATIONS

The Committee is asked to:

- Discuss, review and challenge the progress made on the Corporate Risk Register as at the end of Quarter 1 2017/18;
- Note the risk management activity that has occurred during the period; and
- Select a Corporate Risk for the Committee to undertake a review of its assessment, control and monitoring at its next meeting.

3. BACKGROUND

The Council recognises that risk management is not simply a compliance issue, but rather it is a process to help ensure the successful delivery of the corporate objectives. Effective risk management arrangements should be embedded in the Council's culture and decision making processes as well as being an inherent part of the operational and financial management arrangements operating within the Council. Risk management helps to demonstrate openness, integrity and accountability in all of the Council's activities.

4. RATIONALE

The Audit & Governance Committee terms of reference require it to review progress on risk management at least annually and to promote risk management throughout the Council. The Corporate Risk Management Strategy & Framework requires that the Audit & Governance Committee will receive regular reports setting out progress against corporate risk management action plans. This report satisfies both these requirements.

5. KEY ISSUES AND RISKS

The Corporate Risk Register currently contains a total of 15 risks, the same number as noted in the 2016/17 Annual Risk Management Report presented to this Committee on 13 June 2017. A summary of the risk details is attached at

Appendix 1 of this report. The report identifies any changes in the residual risk score from the previous quarter to enable changes to be tracked. The only change to note is the increase in the residual risk score relating to business continuity. This is as a result of the likelihood of this risk materialising increasing. This reflects the various IT outages which have affected the Council over the last 12 months and the number and nature of recent cyber related events which have impacted in organisations nationally.

Corporate Risk 14, that of a high profile serious/critical safeguarding incident/case occurring that is known to Council services, remains the top corporate risk, as noted at the year end in the 2016/17 Annual Report.

As part of the Council's Risk Management process we review and monitor the Corporate Risks on a regular basis to ensure that we have appropriate, properly assessed corporate risks identified going forward. The Corporate Risk and Resilience Forum (CRRF) carries out this role and the results are reported to Management Board. This includes a challenge of the sources, implications and mitigations of specific risks on a rolling basis.

The Road Risk Management Group continues to meet regularly to consider the risk management arrangements in place for the Council's motor fleet and drivers and staff use of private vehicles for Council business. The Group also reviews management reports to monitor trends in fleet driving behaviour and insurance claims to identify training needs. At the latest Group meeting in July it was noted that Handbooks for Council fleet drivers and staff who use their own vehicles for Council business have been finalised and were now available on the intranet. Reminders have also been circulated and published on the intranet regarding drivers medical declarations and managers' responsibilities for checking that all employees who drive for work have valid driving licenses and are driving safe properly insured vehicles.

We continue to use the risk management support available from Zurich Municipal as part of the current long term insurance agreement. Zurich Municipal colleagues are providing support to ITM&G staff as part of the Council's preparation for the implementation of the General Data Protection Regulation, which will apply from 25 May 2018. Plans are also underway for Zurich Municipal to deliver accident investigation and awareness training for Leisure managers and supervisors.

In addition, the internal risk management fund has been used to fund the procurement of dashboard cameras in the Council's street cleansing vehicles. This initiative will improve our ability to defend claims relating to the use of these vehicles and increase driver awareness of their driving habits.

6. POLICY IMPLICATIONS

There are no policy implications arising from this report.

7. FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

8. LEGAL IMPLICATIONS

There are no legal implications arising from this report.

9. RESOURCE IMPLICATIONS

There are no direct resource implications arising from this report.

10. EQUALITY AND HEALTH IMPLICATION

There are no equality or health implications arising from this report.

11. CONSULTATIONS

The Corporate Risk Register has been reviewed and updated by the Corporate Risk & Resilience Forum and agreed by Management Board.

Contact Officer: Colin Ferguson Head of Audit & Assurance – Ext: 5326

Date: 8 September 2017

Background Papers: 2016/17 Annual Risk Management Report (including
Quarter 4 Review)

Corporate Risk Management Strategy 2015/2020