



## AUDIT COMMITTEE REPORT

<b>Report Title</b>	<b>Risk Management Update</b>
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**AGENDA STATUS: PUBLIC**

<b>Meeting Date:</b>	17th February 2009
<b>Directorate:</b>	Finance and Support
<b>Accountable Cabinet Member:</b>	Malcolm Mildren
<b>Ward(s)</b>	Not Applicable

### 1. Purpose

- 1.1 To provide an update on recent progress in risk and business continuity management within the authority and a summary of the Council's refreshed Strategic Risk Register.

### 2. Recommendations

- 2.1 To note recent progress in risk and business continuity management across the authority.
- 2.2 To note the refreshed Strategic Risk Register and request further information as required.

### 3. Issues and Choices

#### 3.1 Report Background

- 3.1.1 At the Committee meeting on 25<sup>th</sup> September 2008, the Audit Committee requested regular reports on the risk register and risk management progress.

#### 3.2 Issues

- 3.2.1 The key areas of progress in risk and business continuity management are outlined below:
- 3.2.2 Cabinet approved the revised Risk Management Strategy on 13<sup>th</sup> January 2009. We are currently in the process of implementing the changes and improvements contained within the Strategy. Supporting the implementation is the improvement of the visibility and accessibility of risk and business continuity guidance and supporting documentation, a page has been

designed to be included on the Council's intranet site. This is currently with the IT department for implementation.

- 3.2.3 The Risk Manager has attended all Directorate DMTs to raise awareness and highlight needs for risk and business continuity across the authority. Following these meetings, the Risk Manager has met with all Heads of Service who have critical functions in their service areas to identify potential gaps in business continuity arrangements and agree steps to close the gaps.
- 3.2.4 A Report was submitted to Management Board on 29<sup>th</sup> January, seeking approval of the current list of critical functions within the authority. Management Board noted this is the first step in identifying the Council's critical functions and that the list will be further refined as the Risk Manager works closely with Heads of Service over the coming months. A copy of the Management Board Report is appended for information.
- 3.2.5 The Risk Manager, with the support of the NBC Business Continuity Group, is revising the Corporate Business Continuity Plan. This is a significant task and will be completed over the coming months.
- 3.2.6 The Management Board undertook a Strategic Risk Review on 9<sup>th</sup> February 2009. The output from this workshop will be incorporated into the Strategic Risk Register. Service-Level Risk Reviews are currently being undertaken as part of the Service Planning Process (2009/10), ensuring that the risks identified are linked to specific service objectives. The risk output from these sessions will be uploaded on to the Performance Plus system early in the new financial year. This will be the first key step in the move from Risgen, the current risk management software, to Performance Plus. Training for key users will commence over the coming months.
- 3.2.7 The Director of Finance undertook a quarterly review of the Risk Management Function in January 2009, this is the first of a newly introduced assurance process.
- 3.2.8 Steps are being taken to appoint a permanent Risk and Business Continuity Manager.

### **3.3 Choices (Options)**

- 3.3.1 To suggest any additional areas to cover in future updates.

## **4. Implications (including financial implications)**

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### **4.1 Policy**

- 4.1.1 None.

### **4.2 Resources and Risk**

- 4.2.1 This report provides an update on the progress being made to ensure that risk mitigations and business continuity arrangements are in place across the Council and that these mitigations and plans are reviewed and tested on a regular basis.

### **4.3 Legal**

- 4.3.1 There are no specific legal implications arising from this report.

#### **4.4 Equality**

4.4.1 There are no specific equalities implications arising from this report.

#### **4.5 Consultees (Internal and External)**

4.5.1 The Head of Finance & Assets and the Director of Finance & Support have been asked to comment on this report.

#### **4.6 How the Proposals deliver Priority Outcomes**

4.6.1 Supporting the Council in achieving its priorities and objectives at all levels within the organisation.

4.6.2 Providing an early warning system to alert Officers and Members to potential opportunities and threats.

4.6.3 Targeting resources at areas and issues of greatest risk where the Council's objectives are most under threat.

4.6.4 Better-informed decision-making throughout the Council.

#### **4.7 Other Implications**

4.7.1 Not applicable

#### **5. Background Papers**

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5.1 Management Board Report - 29<sup>th</sup> January 2009.

5.2 The Strategic Risk Register (updated on 9th February) - at the earliest opportunity prior to the Audit Committee meeting on 17th February, the revised register will be circulated as an appendix to this report.

**Sue Morrell, Interim Risk Manager, ext 8420.**