

CYNGOR SIR POWYS COUNTY COUNCIL

AUDIT COMMITTEE

7th July 2016

REPORT AUTHOR: **Caroline Evans, Business Continuity & Risk Management Officer**

SUBJECT: **Update Report on Risk Management**

REPORT FOR: **Information**

1.0 Summary

1.1 An update has been requested by the Audit Committee on Risk Management within the Council, following a report to the previous Committee on 4th February 2016.

1.2 This report outlines the position statement for Risk Management within the Council, and progress made since the last committee.

2.0 Background

2.1 We are in a process of continuously improving and updating our approach to risk management to help us to better understand and manage the risks the Council is facing and to increase the likelihood of achieving our objectives. Risk management is a core management discipline that supports organisational delivery. The risks that the organisation faces are changing all the time, so the art of good risk management is to combine planning for what we know might happen with preparation for unknown situations, and to safeguard the organisation and in turn make it more resilient.

2.2 A process of implementing risk management in service and directorate management teams has been initiated, to review and update service and corporate risks, and to ensure that control measures are identified. The risks are reviewed and updated quarterly to ensure that the risk registers are dynamic and remain up-to-date.

3.0 Progress

3.1 The SIIA project team has made minor revisions to the SIIA toolkit following feedback from officers and Members who completed the toolkit for the 2016/17 budget savings as part of the pilot process. One of the changes made was re-naming of the toolkit to the Impact Assessment (IA) toolkit.

3.2 Training has been designed and developed for officers who are identified to complete the IAs, and also Heads of Service who are involved in the sign-off process. The training has been developed to improve the IA process and to ensure that due regard has been fully undertaken when completing them.

3.3 Training sessions have been arranged for throughout the year and officers have been invited to book themselves onto the training sessions. The training has also

been opened to a wider audience beyond those who will be completing IAs in respect of financial savings.

3.4 WAO recently undertook an assessment of the Council's financial resilience. An action plan has been developed to respond to the assessment and a self-assessment has also been undertaken against the key characteristics of good financial management which WAO identified when undertaking the assessment against all 22 Welsh authorities.

3.5 As part of the preparation for the Corporate Assessment a self-assessment has been undertaken based on WAO's question hierarchy. The assessment was undertaken by Thematic Leads who were identified to lead the approach. The purpose of the self-assessment is to enable the Council to identify its areas for improvement, as well as its strengths. This will be shared and discussed with WAO once the process is complete.

3.6 The Cabinet continues to view the corporate risk register on a quarterly basis, and the Leader is updated on the progress of risk management on a monthly basis, as part of his role as Portfolio Holder for Risk Management.

4.0 Further Work

4.1 Engagement with SMTs and DMTs will continue, to further embed the risk management process throughout the Council. Services will review their risks ongoing on a quarterly basis, and will report this information at the Quarterly Performance Review meetings, as well as to Cabinet Management.

4.2 The Business Continuity & Risk Management Officer will continue to meet with the Leader on a monthly basis to ensure that the corporate risk register remains up-to-date with the appropriate mitigating controls identified.

4.3 Following the scheduled training sessions of the IA toolkit, the process of co-ordinating IAs for the 2017/18 budget will begin. The process of collecting the IAs much earlier should allow them to be completed to a better quality standard. IAs will be completed by the services for each of the 2017/18 budget savings, and these will be included within the 2017-20 budget pack and reported to Cabinet and Council for sign-off.

4.4 Alignment of the risk register to the Council's priorities will be explored. This method of categorisation will help to further embed risk management throughout the organisation. It will also provide greater visualisation of risk to the achievement of our priorities that underpin the Council's vision.

5.0 Business Continuity Management (BCM)

5.1 Attendance at the Dyfed Powys Local Resilience Forum (DPLRF) continues. This work has helped to form good working relationships and a peer support network with colleagues within the DPLRF which will allow the sharing of information and approaches taken in other areas of work including Risk Management.

5.2 The BCM Group continues to meet on a quarterly basis. The Group is a forum which enables BCM Champions to interact and share knowledge, as well as identifying any inter-dependencies.

5.3 Internal audit has given notification that it intends to undertake an audit of BCM this year. The audit will be a crosscutting exercise that will concentrate on the arrangements in place to ensure systems are satisfactorily in place in the event that service delivery is threatened. The audit will also cover compliance by individual services.

6.0 Statutory Officers

6.1 The Strategic Director, Resources (S151 Officer) has made the following comment:

“The continuing progress in this area is noted along with the growing awareness in the organisation of the importance of risk management.”

6.2 The Solicitor to the Council (Monitoring Officer) has made the following comment:

7.0 Future Status of the Report

7.1 Not applicable

Recommendation:	Reason for Recommendation:
That the Audit Committee notes the progress being made by the Business Continuity & Risk Management Officer in increasing awareness of Risk Management throughout the organisation.	To ensure the adequate management of risk, and safeguard the Council.

Relevant Policy (ies):	
Within Policy:	Y / N
Within Budget:	Y / N

Relevant Local Member(s):	Not Applicable
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Person(s) To Implement Decision:	
Date By When Decision To Be Implemented:	

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