GOVERNANCE COMMITTEE

24th SEPTEMBER 2013

REPORT OF HEAD OF CENTRAL SERVICES

ANNUAL REVIEW OF RISK MANAGEMENT

1.0 **PURPOSE OF REPORT**

1.1 To update Members on the management of risk within the Council during 2012/13.

2.0 **RECOMMENDATIONS**

2.1 **That the report be noted.**

2.2 **That the latest risk management action plan as attached at Appendix A be approved.**

3.0 **KEY ISSUES**

3.1 The Council has maintained its focus on key risks throughout 2012/13. This is undertaken by Management Team through regular reporting and review of the corporate risk register and scrutiny of the service risks as contained within the service plans. The risks contained in the service plans is the one element of the service plans that is reviewed and updated regularly in year within services in order to feed into these more strategic reviews by the Management Team. Risk logs are maintained as appropriate for individual projects by the Project Manager and would be reported to the Council's Programme Board through regular highlight reports as the need arises.

3.2 The Risk Management Policy and strategy which was updated and approved by this committee on 27th June 2012 sets out the risk prioritisation process which enables management to determine the appropriate action that should be taken for each risk depending on its level. Risks that score above a certain level are those where a Director focus is required and as such these are the risks that are reflected in the corporate risk register. Risks below this level will be managed within services at the appropriate level and reflected in service plans.

3.4 In line with this approach to classifying risks, the service plans for 2013/14 were utilised to extract all those risks where this higher level of focus is required, and were then used to update the corporate risk register including an action plan for each risk.

3.5 The risk register has been discussed with the lead member for risk Cllr Douglas and any comments received as a result of these discussions will be incorporated.

3.6 The Council's insurance provider Zurich Municipal supply to the Council training and consultancy support days on Risk Management as part of the insurance contract which runs from June each year. For the 2012/13 year they delivered

training in the following areas:

- Review of the council's project management system
- Risk Management Training for members of this Committee.

Training and support in 2013/14 has commenced on the following areas:

- Reputation Risk Management
- Inspection Regime Training.

## 4.0 POLICY AND CORPORATE IMPLICATIONS

4.1 The risk management process is guided by the Council's Risk Management Policy and Strategy.

## 5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS

5.1 There are financial implications from poor Risk Management however, with robust procedures these should be minimised or eradicated.

## 6.0 LEGAL IMPLICATIONS/POWERS

6.1 Failure to adequately address Legal issues arising from any activity of the Council increases risk. Officers endeavour to ensure Members are adequately advised and projects properly implemented to ensure that Legal requirements are met.

## 7.0 COMMUNITY SAFETY

7.1 There are no particular implications arising from this report.

## 8.0 EQUALITIES

8.1 There are no particular equalities issues arising as a result of this report.

## 9.0 RISKS

9.1 There are all dealt with within the report.

## 10.0 CLIMATE CHANGE

10.1 There are no particular implications arising from this report.

## 11.0 CONSULTATION

11.1 Management Team have been consulted on the updated corporate risk register and the lead member for risk.

## 12.0 WARDS AFFECTED

12.1 All

Contact Officer        Dawn Garton
Date:                  4 September 2013

Appendices :           A – Corporate Risk Register: Melton Borough Council
Background Papers:     Corporate Risk Register Monitoring Template
                       Relevant aspects from Management Team discussion – Service Risks
                       Service plans 2013/14
                       Risk Management  policy and strategy.

Reference :            X:\Cttee, Council & Sub Cttees\Governance\201314\250913