



## **Report to Audit and Governance Committee**

Date: **11 March 2013**

Report of: **Director of Regulatory and Democratic Services**

Subject: **CORPORATE RISK REGISTER 2013**

### **SUMMARY**

The new Corporate Risk Register attached as [Appendix B](#), has now been produced in accordance with the new risk management framework adopted by the Council.

### **RECOMMENDATION**

That the Committee note the content of the new Corporate Risk Register attached as [Appendix B](#) and the approach for managing these risks.

## **INTRODUCTION**

1. Risk Management is as an intrinsic part of Corporate Governance and the Council is required to demonstrate that it has a sound risk management framework which is embedded across the Council.
2. A report was brought to this Committee in March 2012 which outlined how the Council has been carrying out a radical review of its Risk Management framework. A new Risk Management Policy was adopted in September 2012 which stipulates that one formal risk register, the Corporate Risk Register, will be maintained.
3. The new Corporate Risk Register has now been developed and the risk assessments completed. This report brings the register to the Committee for noting as part of their role to confirm that a structured and appropriate approach is being taken in the management of risks.

## **HOW THE REGISTER WAS PRODUCED**

4. An integral part of the new approach is the maintenance of a new "Central Risk Directory" which has been developed from the Council's Corporate Priorities, top Corporate Projects, the Governance framework and the key risks identified by the Council's Heads of Service.
5. These are grouped together under generic risk themes so that the links between similar risks are highlighted and any duplication removed. Each "second tier" risk has been assigned a lead Head of Service who has carried out a risk assessment using a standard template which concludes with a "residual" risk category from the scale of High, Medium and Low. Reliance has been placed on the Council's project management process to provide feedback on the status of the risks associated with the delivery of the project. Both sets of information have then been used to inform the Corporate Risk Register.
6. The Corporate Risk Register consists of the 32 generic risk themes that make up the top level of the Central Risk Directory. Each of the risks has been assigned a member of the Chief Executive's Management Team to act as the Risk Manager for the risk, and they have now also completed the risk assessments using a similar standard template.
7. This process is summarised in the diagram in Appendix A.

## **THE CORPORATE RISK REGISTER**

The resultant Corporate Risk Register is attached as [Appendix B](#) which has been formally considered in its entirety by the Chief Executive's Management Team. It will also be presented to the Executive Committee as an annual report.

## **MONITORING THE RISKS**

8. The second tier risks on the central risk directory are being managed by the lead officers and progress is monitored in one to one discussions with their Director; similarly the corporate risks will be monitored in one to one discussions between the Director and the Chief Executive Officer. Where there are issues these will be escalated to the Chief Executive's Management Team and if necessary reported to the Executive.

9. The full list of risks and assessments will be reported to the Chief Executive's Management Team and the Audit and Governance Committee twice a year, and this will highlight any significant changes in the risk profile that has occurred.
10. This process is summarised in [Appendix C](#).

### **RISK ASSESSMENT**

11. There are no significant risk considerations in relation to this report.

### **CONCLUSION**

12. The Council now has a fully revised Corporate Risk Register in place, as attached as [Appendix B](#), which meets the requirements of the new Risk Management Policy adopted in 2012/13.

### **Appendices**

- A - Summary of the Council's Risk Hierarchy
- B - Corporate Risk Register ([separate attachment](#))
- C - Summary of Process of Managing Risks ([separate A3 attachment](#))

### **Background Papers:**

None

### **Reference Papers:**

Report by the Director of Regulatory and Democratic Services to the Audit and Governance Committee on 24 September 2012 on the Risk Management Policy

### **Enquiries:**

For further information on this report please contact Elaine Hammell. (Ext 4344 )

### Summary of the Council's Risk Hierarchy

