

AUDIT COMMITTEE	AGENDA ITEM NO. 4
23 SEPTEMBER 2013	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Seaton Cabinet Member for Resources	
Contact Officer(s):	Kevin Dawson, Group Manager - Construction, Compliance & Resilience	Tel. 453464

RISK MANAGEMENT AND BUSINESS CONTINUITY

R E C O M M E N D A T I O N S	
FROM : Kevin Dawson, Group Manager – Construction, Compliance & Resilience	Deadline date : N/A
Audit Committee is recommended to:	
1. Consider and note the content of this report	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to the Audit Committee as a routine planned report on risk management and business continuity.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to provide an update on Risk Management and Business Continuity under its terms of reference 2.2.13 To monitor the effective development and operation of risk management and corporate governance of the Council

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO	If Yes, date for relevant Cabinet Meeting	N/A
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4. RISK MANAGEMENT REVIEW

- 4.1 Following an outstanding action from Audit Committee on 13 February 2013 the Corporate Strategic Risk Policy has been reviewed by Corporate Management Team (CMT) on 9 July 2013 and duly signed off.
- 4.2 Work has now commenced on assessing and challenging current Departmental Risk Registers to ensure potential risks are identified and adequately managed. Departmental Risk Registers have now been received from Children’s Services, Legal Services, Operations and Public Health. Meetings have been held with Adult Social Care and Strategic Resources with a view of obtaining updated Risk registers.
- 4.3 CMT has approved the Business Continuity Policy previously considered by this committee on 5 November 2013 together with a new Corporate Business Continuity Plan.
- 4.3 The operational risk assessment process has assisted the review and update of current Business Continuity Plans. It is also providing a useful profile of areas of high risk, which can be escalated to the strategic registers where necessary.

- 4.4 The current risk management and business continuity suite of documents are currently the subject of an independent review by the Council's insurers, Zurich Insurance.
- 4.5 Key on going issues for 2013/14:
- Completion of operational risk profile;
 - Continuation of review and revision of Service and Corporate BC plans;
 - Quarterly review of Strategic (corporate) risk register by CMT;
 - Coordination of Strategic and Departmental risk registers;
 - Regular risk "conversations" within and between services at all levels;
 - Updates on Insite, web and E-Learning;
 - Strategic issues e.g. introducing and embedding RM/BCM into procurement processes, induction briefings and business plans; and
 - Delivering training aimed at ensuring members understand the risk management process and expectations upon officers – a training session on Risk Management is scheduled to be delivered to Audit Committee members on 17 September 2013.

5 ANTICIPATED OUTCOMES

- 5.1 Audit Committee note and comment on the contents of this report.

6 REASONS FOR RECOMMENDATIONS

- 6.1 Risk management is a key component of the Council's Corporate Governance Framework which will take time to review and embed effectively.

7 ALTERNATIVE OPTIONS CONSIDERED

- 7.1 None

8 IMPLICATIONS

- 8.1 The identification of risks and the proper management of those risks will ensure that:
- The Council's environmental policies and ambitions can be met; the Council is able to mitigate against potential financial losses, litigation claims and reputational damage; the Council is able to effectively deliver the strategic priorities.

9 BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

- 9.1 Peterborough City Council Risk Management and Business Continuity Policies 2012/13

10 APPENDICES

- 10.1 Appendix 1 - Risk Management Policy