AUDIT COMMITTEE	AGENDA ITEM NO. 4
24 MARCH 2014	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Seaton Cabinet Member for Resources	
Contact Officer(s):	Kevin Dawson, Group Manager - Construction & 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 & 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 and 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

4.   RISK MANAGEMENT REVIEW

4.1   The Strategic Risk Register has been reviewed by Corporate Management Team (CMT) on 4 March 2014 and undergone minor revision and awaiting formal sign off.

4.2   Work has now commenced on assessing and challenging current Departmental Risk Registers to ensure potential risks are identified and adequately managed. Revised Departmental Risk Registers have now been received from Communities, Governance and Growth and Regeneration. Meetings have or are being held with the remaining departments with a view of obtaining updated registers.

4.3   The Corporate Business Continuity Policy previously considered by this committee on 5 November 2013 has been reviewed and revised in line with revised international standards and is due to be considered by CMT on 18 March 2014.

4.4   The Corporate Business Continuity Plan has recently been revised to reflect the Council's new Departmental Structure and has now been issued to Director's. A public version of the plan will shortly be placed on the PCC Intranet and website.

4.4   The operational risk assessment process is currently assisting with the review of current Business Continuity documentation which in turn will lead to new templates being issued to all Council services for completion and return to the Resilience Team. It is also providing a useful profile of areas of high risk, which can be escalated to the strategic registers where necessary.

4.5   Key on going issues for 2014/15:

- Completion of a review of current risk management procedures by the Council's Internal Audit team;
- Quarterly review of Strategic (corporate) risk register by CMT;
- Coordination of Strategic and Departmental risk registers;
- Continuation of review and revision of \Service BC Plans;
- 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 was delivered to Cabinet Policy Forum on 26 November 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 2013/14