AUDIT COMMITTEE	AGENDA ITEM NO. 5
16 MARCH 2015	PUBLIC REPORT

Cabinet Member(s) responsible:	Councillor Seaton Cabinet Member for Resources	
Committee Member(s) responsible:	Councillor Lee, Chair of Audit Committee	
Contact Officer(s):	Kevin Dawson, Head of 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, Head of 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 was reviewed by the Corporate Management Team (CMT) on 17 February 2015and a further review is due before the end of May 2015.

4.2   Work has now commenced on assessing and challenging current Departmental Risk Registers to ensure potential risks are identified and adequately managed. This has been carried out through meetings of the Risk Group which last met on 12 September 2014 Revised Departmental Risk Registers have now been received from Communities, Governance and Growth and Regeneration. Meetings also continue to be held with the all 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 approved by CMT on 24 June 2014.

4.4   The Corporate Business Continuity Plan is currently under revision to reflect the content of the newly issued Business Impact Assessment (BIA) and Service Business Continuity plan

templates. A public version of the plan will shortly be placed on the Peterborough City Council (PCC) Intranet and website.

4.5 The new BIA and Business Continuity templates have recently been reviewed by British Standards Institute who have confirmed both documents are fit for purpose and only require minor revision.

4.6 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; and
- Strategic issues e.g. introducing and embedding RM/BCM into procurement processes, induction briefings and business plans.

5   ANTICIPATED OUTCOMES

5.1 That Members of the 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

10   APPENDICES
- Appendix 1 Corporate Business Continuity Policy
- Appendix 2 Risk Management Policy
- Appendix 3 Strategic Risk Register