

<b>AUDIT COMMITTEE</b>	<b>AGENDA ITEM NO. 5</b>
<b>21 SEPTEMBER 2015</b>	<b>PUBLIC REPORT</b>

Cabinet Member(s) responsible:	Councillor Seaton Cabinet Member for Resources	
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	
<b>FROM :</b> Kevin Dawson, Head of Resilience	<b>Deadline date :</b> 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?	<b>NO</b>	If Yes, date for relevant Cabinet Meeting	N/A
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### 4. RISK MANAGEMENT REVIEW

- 4.1 The Strategic Risk Register has been reviewed by Corporate Management Team (CMT) on 12 August 2015 and the following risks have been updated:

- Impact of social demographic change – the level of risk has increased to reflect the issues around the recruitment of alternatively qualified staff to support social workers.
- Information governance – the level of risk has reduced due to new processes being introduced to assist the council's management of data on a day to day basis.
- All remaining corporate risks have been assessed and are deemed to have not changed since the previous review.

- 4.2 Work continues 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 24 June 2015. Revised Departmental Risk Registers continue to be received from all Departments.

### 5. BUSINESS CONTINUITY REVIEW

- 5.1 The Corporate Business Continuity Policy and Plan were both reviewed and revised in line with revised international standards and approved by CMT on 6 January 2015 as part of an

ongoing annual review process. The latest version of the Corporate Plan is now available on the PCC Intranet system.

- 5.2 The Corporate Business Continuity Plan has since undergone further revision to reflect the content of the completed Service Business Impact Assessment (BIA) and Service Business Continuity Plans. I am pleased to report that the Resilience Service has received a 100% return of both BIA's and Business Continuity Plans from individual services for the period covering 2015/16.

## **6. KEY ONGOING ISSUES FOR 2015/16**

- 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.

## **7. ANTICIPATED OUTCOMES**

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

## **8. REASONS FOR RECOMMENDATIONS**

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

## **9. ALTERNATIVE OPTIONS CONSIDERED**

- 9.1 None.

## **10. IMPLICATIONS**

- 10.1 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.

## **11. BACKGROUND DOCUMENTS**

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

- 11.1 Peterborough City Council Risk Management and Business Continuity Policies 2015.

## **12. APPENDICES**

- 12.1 Appendix 1 - Strategic Risk Register
- 12.2 Appendix 2 - Risk Management Policy