Peterborough City Council
Risk Management Board

PURPOSE

To ensure that the Group acts successfully to challenge and support risk management across the council and partner agencies and to identify key issues for escalation.

TERMS OF REFERENCE

- Co-ordinate and implement the Service/Corporate directorate risk management strategy in line with the overall organizational approach.

- Work to increase awareness of the importance of risk management across represented departments and partner agencies.

- Support the risk escalation and reporting process, in particular, maintain and update Corporate Directorate Risk Registers.

- Monitor and report on any necessary action to implement risk control measures.

- Challenge and support managers to ensure the effectiveness of the risk management process in their area.

- Monitor insurance claims and emerging insurance risks and evaluating impact on all strategic risks

- Provision of regular timed reports to the Corporate Management Team (CMT) and Audit Committee

MEMBERSHIP

The core members will comprise of appropriate representatives from the following PCC departments and external partners:

- People and Communities
- Governance
- Growth & Regeneration – rep to liaise with Peterborough Highways/Amey Contracted Services
- Resources – rep to liaise with SERCO Contracted Services
- Information Governance Board
- Public Health
- PCC Internal Audit
- PCC Insurance Services
- VERTO Project Officer

Appendix A

ADMINISTRATION

Chair – CMT member responsible for risk management

Risk Officer – Responsible for ensuring both Corporate & Department Registers are updated quarterly. Preparing reports etc.

Secretariat to Board– PA to Director of Growth and Regeneration

Accurately record and minute all meetings, particularly where decisions have been made which shape the council's response to the management of current and future risks, and ensure the minutes of all meetings are forwarded to members of the group.

The Group should meet at least four times a year.

Appendix A