

COMMITTEE: **AUDIT & GOVERNANCE** **REF NO:** AG/17/02
DATE: **27 JUNE 2017**
SUBJECT: **REVIEW OF IBC CORPORATE RISK REGISTER 2017/18**

PORTFOLIO HOLDER: **COUNCILLOR RUDKIN**
HEAD OF SERVICE: **HELEN PLUCK,**
 CHIEF OPERATING OFFICER

<p><i>Short description of report content and the decision requested:</i></p> <p>Corporate Management Team has recently developed the Council’s Corporate Risk Register (CRR) for 2017/18.</p> <p>Committee is requested to consider and agree the CRR for 2017/18.</p>
<p><i>Ward(s) affected:</i> N/A</p>
<p><i>List of Appendices included in this report:</i></p> <p><i>Appendix 1 – IBC Corporate Risk Register</i> <i>Appendix 2 – Corporate Risk Matrix</i></p>
<p><i>This report has been prepared by Deborah Carr, Operational Manager, Corporate Support, Tel: 01473 433786</i> <i>Email: deborah.carr@jpswich.gov.uk</i></p>
<p><i>This report was prepared after consultation with:</i></p> <p><i>Internal consultees</i></p> <ul style="list-style-type: none"> ▪ <i>Corporate Management Team - all</i> ▪ <i>Councillor Rudkin (Portfolio Holder)</i> <p><i>The following policies form a context to this report:</i> <i>(all relevant policies must also be referred to in the body of the report)</i></p> <p><i>Building a Better Ipswich</i> <i>IBC Risk Management Strategy</i></p>

LIST OF BACKGROUND PAPERS AS REQUIRED BY LAW

(papers relied on to write the report but which are not published and do not contain exempt information)

- 1.
- 2.
- 3.

OTHER HELPFUL PAPERS

(papers which the report author considers might be helpful – this might include published material)

1. IBC Risk Management Strategy

1. Introduction

- 1.1 The Council's Corporate Risk Register (CRR) is developed annually by Corporate Management Team (CMT).
- 1.2 The Register is reviewed by Audit & Governance Committee.
- 1.3 **Appendix 1** of this report is the proposed CRR and Committee is requested to consider and agree the content for 2017/18.

2. Background

- 2.1 CMT uses the Head of Service business planning process to identify and agree the key areas of corporate risk. In addition this year the whole Senior Management Group carried out a "blank sheet" exercise
- 2.2 Each risk is owned by a member of CMT and all mitigating actions have a responsible lead officer to ensure the action is carried out.
- 2.3 All risks are graded in accordance with the agreed risk matrix **Appendix 2** and are shown in the register with the current grading together with the target grading aimed for after mitigation. The letters beside each grade relate to Red, Amber and Green as defined in the risk matrix.
- 2.4 To ensure effective risk management across the Council CMT reviews and monitors all corporate risks on a monthly basis.

3. CRR updates 2017/18

- 3.1 Risk categories are updated as follows:
 - Finance - replaces Business Planning & Management
 - Business Continuity Management
 - Partnerships
 - Governance
 - Strategic
 - People
 - Customer/Service Delivery
- 3.2 Since the Audit & Governance Committee review in December 2016 a small number of changes have been made to the register to reflect completion of mitigations and addition of new ones.
- 3.3 Some risks have been merged where the themes and mitigations are closely linked. These include risks associated with Housing (now CRR 5) and Governance of Corporate Information (now CRR 15). Otherwise all other changes to the register are minor reflecting changes to timeframes and lead officers.

4. Relevant Policies

- 4.1 Risk management is related to the following Building a Better Ipswich Priority 7:

An Efficient and Effective Council - In order to deliver high quality services to our communities, the Council needs to operate efficiently and effectively, ensuring as much resource as possible is targeted at the things that matter most to our communities.

- 4.2 The IBC Risk Management Strategy reinforces the Council's approach to managing risk effectively through integration with its performance framework.

5. Consultations

- 5.1 CMT uses the business planning process to consider and agree the strategic risks for the Council's Corporate Risk Register.
- 5.2 A full review was carried out by SMG (Senior Management Group) at a meeting in March 2017. This resulted in additional mitigations being reported against a number of the corporate risks.
- 5.3 Consultation has been undertaken with CMT and Councillor Rudkin (Portfolio Holder).

6. Risk Management

Risk Description	Consequence of risk	Risk Controls	Probability of risk occurring taking account of controls (scale 1-6) 1 – almost impossible 6 – very high	Impact of risk, if it occurred taking account of actions (scale 1 – negligible; 4 – catastrophic)	Actions to mitigate risk
The Council does not understand fully the consequences of its key risks.	Risks are not managed and mitigations are not put in place	Corporate Risk Management Strategy Corporate Risk Register Business planning process	2	3	Monthly reporting to CMT Business Planning process including robust challenge
The Council does not acknowledge the importance	Risks are not identified or managed.	Corporate Risk Management Strategy	2	3	Monthly reporting to CMT

Risk Description	Consequence of risk	Risk Controls	Probability of risk occurring taking account of controls (scale 1-6) 1 – almost impossible 6 – very high	Impact of risk, if it occurred taking account of actions (scale 1 – negligible; 4 – catastrophic)	Actions to mitigate risk
of embedding risk management processes across the council	The Council is risk averse and opportunities are overlooked	Corporate Risk Register Business planning process Operational plans			Business Planning process including robust challenge 1-2-1s PDRs

7. Environmental Impact Assessment

- 7.1 There are no environmental implications directly associated with this report.

8. Equalities and Diversity Implications

- 8.1 Under the general equality duty as set out in the Equality Act 2010, public authorities are required to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation as well as advancing equality of opportunity and fostering good relations between people who share a protected characteristic and those who do not.
- 8.2 An EQIA screening was not considered necessary for the purpose of this report.

9. Financial Considerations

- 9.1 There are no financial considerations directly associated with this report.

10. Legal Considerations

- 10.1 There are no legal considerations directly associated with this report.

11. Performance Monitoring

- 11.1 CMT monitors and reviews all corporate risks on a monthly basis, ensuring actions are taken where areas of risk are above the required level of tolerance.
- 11.2 The Business Planning and Operational Planning processes identify mitigation measures which are in place for risks.
- 11.3 Executive monitors corporate risk by way of exception reports, where required, from CMT (as outlined in the Council's Risk Management Strategy).
- 11.4 The Council's Internal Audit service area provides independent recommendations for improvement and provides assurance on the Council's risk management arrangements.
- 11.5 Audit & Governance Committee provides independent assurance of risk management through review of the Corporate Risk Register.

12. Conclusions

- 12.1 Risk needs to be addressed at the point at which decisions are being taken and the Council needs to be able to demonstrate that it takes reasonable steps to consider risks involved in a decision. This is undertaken through the business planning and operational planning process.
- 12.2 Defining and agreeing the Council's Corporate Risk Register enables CMT to monitor and review strategic risk and determine actions where required.

13. Recommendations

- 13.1 That Audit & Governance Committee considers and agrees the Corporate Risk Register 2017/18;**
- 13.2 That Audit & Governance Committee next reviews the Corporate Risk Register at its meeting in December 2017.**