

**Meeting:** Corporate Governance Committee

**Date:** 22<sup>nd</sup> November 2017

**Subject:** Organisational Risk Register

**Report by:** The Chief Fire and Rescue Officer

**For:** Information Only

## **1. Purpose**

- 1.1 The purpose of this report is to inform Corporate Governance Committee (CGC) of the risks that are recorded in our Organisational Risk Register (ORR).
- 1.2 The information provided within this report also informs CGC of the progress being made in respect of the management of risk within the Service.

## **2. Recommendations**

The CGC is asked to note the content of the ORR and improvements made in process and procedure.

## **3. Executive Summary**

- 3.1. The ORR illustrates risks that have been subject to an assessment using a Risk Assessment Template. It contains high level details of the control measures applied to mitigate the severity of the risk, presenting them in order of severity.
- 3.2. The ORR consists of three chapters:  
CHAPTER 1: Corporate Risk Register (CRR) hazards posing potential significant risk to the day to day running of the Service  
CHAPTER 2: Project Risk Register (PRR) highest level risks found across all the current major projects being undertaken by the Service.  
CHAPTER 3: Risks arising from the Health, Safety & Welfare process and procedure
- 3.3. In 2016 the Organisational Risk programme was subject to an internal audit by Leicestershire County Council in which we received a finding of “**substantial assurance**.” In October 2017 the Service was subject to a further internal audit in this area and the final audit report is currently awaited.
- 3.4. The risk management process is subject to continual improvement and development. This has included major reformatting and separation of the previous Guidance document into a separate Policy and Procedure. The new Policy was approved at the Group Manager Team meeting in May 2017.

#### **4. Report Detail**

- 4.1. The ORR is a live document. Reviewing it is essential to ensure it remains current and accurate, reflecting risks and control measures applied to mitigate them.
- 4.2. The ORR does not cover areas of risk to the Service where the hazard can be adequately managed within existing risk management process such as the Health & Safety reporting system or debrief process.
- 4.3. The underpinning detail that supports the ORR is recorded on a Risk Assessment Template (RAT). These are created by Risk Owners in conjunction with the Civil Contingencies Manager and are subject to regular review.
- 4.4. The ORR and the underpinning policy and procedure has undergone significant updating, re-formatting and general improvements since last presented to the CGC, These include:
  - A re-format of the ORR in line with recommendations made by the Internal Audit, designed to clearly differentiate between current risk position and residual risk following completion of all identified risk control measures;
  - Addition of a list of risks archived or removed from the register over the previous year to improve continued visibility of risks no longer appearing on the ORR;
  - Increase in risk assessment score for 15/05 “Industrial Action” as a result of an increase in the likelihood score;
  - The removal or archiving of nine (9) Risk Assessment Templates following completion of risk control measures that placed the risk into day to day management process, expiration of time limited risks or redundancy of risk due to reasons other than time expiry;
  - An ongoing review of financial and governance risk to ensure that risks identified as managed or not identified previously are considered in the risk management process;
  - A review of responsibilities for risk for all levels of current governance committees after recommendations made by the recent Internal Audit visit;
  - A training programme for managers with a role in the Organisational Risk Management programme will be completed by the end of 2017 following a final presentation to Group Manager’s Team.

#### **5. Report Implications / Impact**

##### **5.1. *Legal (including crime and disorder)***

Anticipating and responding to emerging risks will assist the Service in meeting its legal obligations.

##### **5.2. *Financial (including value for money, benefits and efficiencies)***

The financial expenditure required to mitigate risk will vary according to the control measures applied to them adopting best value principles to ensure expenditure

doesn't outweigh benefits. Early identification and mitigation of risks has been shown to reduce potential cost through avoidance of risk or reduction in impact where risks come to fruition.

5.3. ***Risk (including corporate and operational, health and safety and any impact on the continuity of service delivery)***

The effective management of risk will enable the Service to deliver all of its objectives. Failure to manage risk appropriately may result in criticism in future audits or inspections.

5.4. ***Staff, Service Users and Stakeholders (including the Equality Impact Assessment)***

The growing workload arising from the Organisational Risk Programme has resulted in diversion of staff time from other areas of work to facilitate the ongoing management and development of a maturing risk management system.

5.5. ***Environmental***

None

5.6. ***Impact upon Our Plan Objectives***

Effective management of risk will assist in early identification and treatment of hazards that threaten our ability to deliver all of our objectives.

6. **Background Papers**

Organisational Risk Register, CFA 9 December 2015

Organisational Risk Register, CGC 23 March 2016

7. **Appendices**

Draft Organisational Risk Register 2017