Status of Report: Public **Agenda Item:** 13

Meeting: Corporate Governance Committee

Date: 14th March 2018

Subject: Organisational Risk Register

Report by: The Chief Fire and Rescue Officer

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For: Information only

1. Purpose

1.1 The purpose of this report is to inform Corporate Governance Committee (CGC) of the progress made in the management of "Organisational Risk" through the Organisational Risk Register (ORR).

1.2 The information provided within this report also informs CGC of the progress being made in respect of the wider management of risk within the Service and seeks approval of the revised Organisational Risk Policy.

2. Recommendations

The Corporate Governance Committee is asked to:

   a) Note the content of the ORR and improvements made in process and procedure.

   b) Note the revised Organisational Risk Policy.

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 and 2017 the Organisational Risk programme was subject to an internal audit by Leicestershire County Council. On both occasions we received a finding of "**substantial assurance**." Significant progress has been made in the implementation of the audit findings and it is estimated that most of the findings will be satisfied by the summer of 2018.

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 CGC is requested to note the responsibilities as set out in Section 5 of the revised Policy and note the revised policy.

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. This helps to prevent duplication of effort and any potential waste of resources.

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 Corporate Risk and Resilience Manager; These are subject to regular review.

4.4. The ORR and the underpinning policy and procedure have 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;

- The management and removal of 9 identified risks from the register;

- The introduction of 7 new risks for assessment and mitigation;

- An ongoing review of financial and governance risk to ensure that all relevant risks are contained within the ORR.

- A review of responsibilities for risk management across all governance committees after recommendations made by the recent Internal Audit visit; and

- Identification and implementation of a process to provide closer links between day to day organisational planning and the risk management programme.

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

Organisational Risk Register, CGC 22 November 2017

7.   Appendices

1.   The Organisational Risk Register

2.   The Organisational Risk Policy