

RISK MANAGEMENT ACTION PLAN 2011-12: Status Report

	THEME / SOURCE / ISSUE	ACTION	TARGET	STATUS	COMMENTS
1.	Reporting risk - Implementation (in-house) of further developments to improve and enhance the risk functionality developed within CorVu (the council's performance management software).	Develop a suite of 'exception' style reports for use by Directorate Management Teams and the Management Board of Directors, to assist and inform the risk register review process and feed into the quarterly business review process. Reports options to include all 'red risks', outstanding actions, new/closed risks.	June 2011	COMPLETED (June 2011)	
2.	Decision Making - Ensure that key decision makers are aware of key risks	Refinement of the 'Portfolio Risk Registers' (derived from the Strategic and Directorate Risk Registers).	Oct 2011 (Revised to Jan 12)	COMPLETED (Dec 12)	Portfolio Risk Registers are now available via standard report on CorVu.
3.	Business Planning - Ensure that key risks are aligned with the Council's key priorities and challenges as reflected in the business planning process.	Review, and where necessary, challenge the content of the Directorate Risk Registers to ensure quality and consistency of approach. Facilitate the update and review of the Strategic Risk Register in consultation with the Management Board of Directors.	June 2011	COMPLETED (July 11)	Risk management is embedded as a key component of the corporate business planning process. Strategic Risks feature in the Council Plan and Directorate Risks form part of each Directorate Business Plan. The Management Board of Directors review the Strategic Risk Register on a quarterly basis.
4.	Managing Risks in Partnerships (including shared service arrangements). Guidance in respect of 'managing risks in partnerships' forms part of the council's Partnership Code and Toolkit and was formally adopted as part of the council's Constitution in 2009.	Guidance in respect of the governance of partnerships, including how it relates to shared services, is to be reviewed and updated to reflect the revised approach to partnerships as reflected in the new Southampton Connect collaborative model. The review will include the associated guidance in respect of 'managing risks in partnerships'.	March 2012	DEFERRED	Revised guidance that is aligned with new approach to partnership /collaborative working is to be developed subject to guidance from the new administration in respect of the approach to partnerships.

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5.	Risk Reviews – Facilitate and direct a programme of property and liability risk reviews either at the request of insurance underwriters or in response to an adverse claims experience or area of concern.	Work with both property and liability insurers (via their risk survey / loss control service teams) to identify and develop an appropriate risk survey/ risk review programme encompassing both strategic and operational risk issues.	March 2012	COMPLETED (Mar 12)	Insurers have undertaken fire and security surveys at the following premises: One Guildhall Square, The Quays, Bitterne Park School, former Woolston School site, Tudor House, City Depot, Above Bar Street and Albion Towers. A 'Driver and Fleet Management' review has also been undertaken.
6.	Training	SCC to facilitate a 'mock trial' training event involving insurers, solicitors and barristers for the benefit of those internal service areas who are involved in the investigation of liability (personal injury, loss or damage) claims. Event to be co-hosted with IOW Council.	Sept 2011	COMPLETED (Nov 2011)	Mock Trial event held in the Council Chamber on 11 th November attended by colleagues from service areas together with delegates from other local authorities in the area. A Member training session, which included a section on risk management, was held in July 2011. The session, which was primarily intended for the Audit Committee, was made available to all members.
7.	Guidance - Ensure that a range of risk management guidance documents and templates (including those relating to insurance) are available and are aligned with the requirements of service areas.	Review and update the intranet.	March 2012	COMPLETED (July 2011)	Intranet pages reviewed and updated as part of the launch of the updated Council Intranet.
8.	Policy and Strategy - Ensure that the Risk Management Strategy and Policy are still relevant and appropriate.	Review and update the Risk Management Strategy and Policy as necessary and report any significant changes to the Audit Committee for approval.	June 12	COMPLETED (June 12)	