

RISK MANAGEMENT ACTION PLAN 2014-15

	THEME/SOURCE/ISSUE	ACTION	TARGET	LEAD OFFICER
1.	Risk Strategy and Reporting	To further develop and refine the new 'Risk Assurance Report' approach in terms of being able to clearly and simply articulate the status of key risks and to ensure a consistent approach across the Council.	Mar 15	Risk and Assurance Manager in consultation with the Council Management Team / Directorate Management Teams.
2.	Communication	To develop a page or area on 'Sharepoint' to provide CMT, and other nominated persons, with access to view, edit and update the Strategic Risk Assurance Report and other related documents. SharePoint site is a Web site, used by the Council that provides a central storage and collaboration space for documents and information.	May 14	Risk and Assurance Manager with the support of the Transformation and Performance Division.
3.	Training	Explore the options in terms of an 'e-learning' risk management training solution.	Dec 14	Risk and Assurance Manager
4.	Business Planning	To review, and where necessary, challenge the content of the Directorate Risk Assurance Reports to ensure that the identified risks are aligned with the Directorates key priorities and that there is consistency of approach.	Sept 14	Risk and Assurance Manager in consultation with Directorate Management Teams.
5.	Risk Financing	To undertake tender of the council's corporate insurance portfolio via the Insurance Framework Agreement, developed by the Government Procurement Service ("GPS").	Mar 15	Risk and Assurance Manager in consultation with the council's insurance broker and Capita Procurement Services.
6.		In advance of the tender, to review the content and structure of the current programme specifically in terms of deductibles / self insurance with view to identifying the optimum balance between self insurance and external insurance.	Oct 14	Risk and Assurance Manager in consultation with the council's insurance broker.
7.		In advance of the tender, to undertake an exercise to 'cleanse' our insurance claims loss experience by critically reviewing the reserves allocated to outstanding claims.	Oct 14	Risk and Assurance Manager in consultation with the council's insurance broker.

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8.		To review the type and scope of information required in order to develop a high quality tender document that is aligned with insurance company underwriting expectations.	Oct 14	Risk and Assurance Manager in consultation with the council's insurance broker.
9.	Loss Control	To facilitate a Fleet & Driver Risk Management Review. This exercise, undertaken by our Motor Claims Handlers and at no cost to the Council, will look at the operation of the Fleet from a risk management perspective.	June 14	Risk and Assurance Manager in consultation with our Motor Claims Handlers.
10.	Loss Control	To facilitate and direct a programme of property 'fire and security' risk reviews either at the request of insurance underwriters or in response to an area of concern.	Sept 2014	Risk and Assurance Manager in consultation with insurers and the Responsible Persons within the respective premises/service areas.
11.	Guidance and advice	To ensure that an appropriate and current range of risk management and insurance guidance documents are available and aligned with the requirements of service areas.	Mar 2015	Risk and Assurance Manager
12.	Policy and Strategy	To review and update the Risk Management Strategy to ensure that it remains relevant and appropriate. Report any significant changes to the Governance Committee.	Mar 2015	Risk and Assurance Manager