

RISK MANAGEMENT Action Plan 2018-19: STATUS REPORT

	THEME / ISSUE	PROPOSED ACTION	TARGET	LEAD	STATUS	COMMENT
1.	Risk reporting	To seek to align the risk reporting cycle with the business planning and monitoring timetable (c/f from 2017-18).	Sept 2018	Service Lead: Risk, Insurance and Audit	COMPLETED	The new service business plan template 2019-2021 includes a section on 'risk' whereby services are required to detail risks and to identify and implement mitigating actions as appropriate.
2.	Service Risk Registers	To roll out development of risk registers across service areas based on the pilot exercise undertaken within Finance & Commercialisation. Ideally to align with the service business planning process in terms of seeking to ensure that the risks relate to key service priorities and outcomes (c/f from 2017-18).	Sept 2018	Service Management Team with Service Lead: Risk, Insurance and Audit to support and facilitate.	Action Deleted	The pilot exercise has identified that the resources required to initiate, facilitate and oversee the development and management of individual service risk registers would exceed the finite resource available. In terms of impact, the focus is therefore to be redirected toward project risk/decision taking (see New Risk 11).
3.	Property Fire & Security	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 2018	Service Lead: Risk, Insurance and Audit in consultation with insurers and the Responsible Persons within the respective premises.	COMPLETED	The exercise has been completed with 8 properties having been surveyed by a Senior Risk Analyst from Zurich Risk Engineering.
4.	Risk support and advice	To undertake a procurement exercise in order to appoint a 'risk and insurance broker/consultant' (from expiry of the current contract).	Sept 2018	Service Lead: Risk, Insurance and Audit	COMPLETED	Exemption obtained in order to allow for the contract with the current provider to be extended until end April 2019. This is to provide continuity in respect of the tender for

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						the 'leasehold flat buildings insurance' tender.
5.	LATCo – Risk Strategy	To work with relevant officers in order to develop an appropriate approach in terms of how risk is managed within the LATCo, including the relationship with the Strategic Risk Register.	Nov 2018	Service Lead: Risk, Insurance and Audit in consultation with relevant officers.	Deferred	Whilst the LATCo is deferred consideration is required in respect of the risks associated with increased trading.
6.	Motor Risk Management	To undertake a detailed analysis of motor claims and to explore loss control options in consultation with insurers, as appropriate, including exploring the use of the Zurich Driver Solutions learning module.	Jan 2019	Service Lead: Risk, Insurance and Audit in consultation with Fleet Transport and insurers.	In progress	An initial review of the Zurich Driver Solutions learning module has been undertaken however the module is to be presented to Fleet Management Team for consideration.
7.	Property Assets	Undertake a desktop review of the adequacy of the sums insured in respect of the housing stock with particular emphasis on the high rise blocks. Exercise to be undertaken via use of the insurers 'risk management days' that are provided and funded as part of the current insurance contract.	Jan 2019	Service Lead: Risk, Insurance and Audit in consultation with insurers (risk consultancy) and Capital Assets.	In progress	Discussions have been held with insurers and the exercise has been scheduled to commence in December 2018. The review will comprise a desk top valuations of Tower Blocks.
8.	Strategic Risk - Assurance	Internal Audit to undertake a periodic sample testing exercise in respect of the information included on the Strategic Risk Register to provide assurance that it reflects an accurate position and, where appropriate, is aligned with the outcome of any related internal audit reviews.	Mar 2019	Service Lead: Risk, Insurance and Audit in consultation with the Chief Internal Auditor and the respective 'Risk Owners'.	In progress	Although a formal sample test exercise has not yet been undertaken, where relevant, Internal Audit review findings are considered against the content and/or comments on the Strategic Risk Register.
9.	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 2019	Service Lead: Risk, Insurance and Audit	Not started	Some minor changes were made in respect of links to documents following the annual insurance renewal in April 2018.

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10.	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 2019	Service Lead: Risk, Insurance and Audit	Not started	Review to commence in early 2019
NEW 11.	Project Risk	To work with the Project Management Office in ensuring that a robust and consistent approach is taken in respect of risk management action plans for key projects.	Jan 2019	Service Lead: Risk, Insurance and Audit together with the Service Lead: Programme Management Office.	New Action	To further build on existing processes.
NEW 12.	Organisational Risk	To work with colleagues in respect of transfer of services from Capita back to SCC in respect of the key risk considerations as well as insurance implications	July 2019	Service Lead: Risk, Insurance and Audit together with colleagues in the PMO and other relevant service areas.	New Action	