

By: Roger Gough, Cabinet Member for Business Strategy,
Performance and Health Reform

To: Governance and Audit Committee – 25th September
2012

Subject: **Review of KCC's Risk Management Policy and
Programme**

Classification: Unrestricted

Summary:

The Governance and Audit Committee is responsible for the annual review of the Council's Risk Management Policy and Programme of work.

The Governance and Audit Committee is asked to approve the revised Risk Management Policy and note the progress of the programme of work to date.

FOR DECISION

1. Introduction and background

- 1.1 As part of the Governance & Audit Committee's terms of reference, KCC's Risk Management Policy and work programme is reviewed annually to ensure that it remains up to date and relevant.
- 1.2 The recently published audit of risk management arrangements gave opinion that the Risk Management Policy approved in November 2011 was adequate, and that there was a comprehensive risk management strategy in place. Therefore, the revisions made to the attached policy are relatively minor, ensuring alignment to the new KCC governance arrangements. For ease of reference, the changes to the Policy are featured in **bold underline**.

2. Programme of Work 2012/13

- 2.1 The recently published Internal Audit report on risk management highlighted some inconsistencies in the application of formal risk management arrangements. A work plan has been established to address these and key elements are highlighted below.
- 2.2 A small dedicated Risk Management team is now in place to take this agenda forward. A Corporate Risk Manager was appointed in May and both Risk Monitoring Officers have been in post since mid-June. Since the audit, the Risk Management Team has completed the following work:
 - The Corporate Risk Register was updated following the CMT / Cabinet risk workshop in spring 2012, and circulated to CMT, Cabinet members and Governance & Audit Committee members.
 - Risk Management guidance has been reviewed and updated, including production of a Management Guide to Risk Management, replacing the previous Statement of Required Practice. A series of quick reference guides for managers now feature on a revamped KNet site, to complement an updated risk management toolkit.

- Risk Management training has been re-established for Members and Officers. Officer training is now part of the *Kent Manager* programme, with the first of a new set of webinars scheduled for 11th October. An eLearning package will be available from the end of 2012.
 - A Risk Management database has been procured and is being configured for roll-out, with piloting to begin in September. This will facilitate more 'real time' updating of risk information.
 - Risk reporting arrangements have been re-established, to fit with the new governance arrangements;
 - The team has been giving support and advice to Directorate & Divisional Management Teams to facilitate the re-establishment / refresh of divisional & directorate risk registers;
 - A risk management session with Cabinet and Corporate Management Team is scheduled for the autumn, to facilitate review and refresh of the Corporate Risk Register.
 - The team has been liaising with other Local Authorities and public sector bodies to look for best practice.
- 2.4 The Corporate Risk Manager is liaising with other areas of the Council where risk specialisms operate i.e. Business Continuity, Anti-Fraud, Health and Safety etc., to ensure alignment of approach where possible.
- 2.5 Links with Internal Audit will be maintained to share intelligence on risk that will inform the preparation of the Annual Audit Plan.
- 2.6 Cabinet Members have considered the refreshed policy and now seek Governance and Audit Committee approval for its implementation. A copy of the refreshed Risk Management Policy is presented with this covering report.

3. Recommendations

- 3.1 That Members of the Governance and Audit Committee, on behalf of the County Council, APPROVE the Risk Management Policy for the coming year.
- 3.2 That Members NOTE the progress of the risk management programme presented in this report.

Richard Hallet, Head of Business Intelligence, Performance & Risk

Richard.hallett@kent.gov.uk

Tel: 01622 694134

Contact Officer

Mark Scrivener

Corporate Risk Manager

Mark.scrivener@kent.gov.uk

Tel: 01622 696055