

Zurich Risk Management Health Check Action Plan

	Recommendation	Target date and owner	Action status
1	Agree on roles and responsibilities of LGSS and CCC and ensure that these are clearly documented	31/07/2018 Corporate Risk Group	Roles and responsibilities have been documented and sent to the Corporate Risk Group for comment on 21/06/2018, sent to SMT for sign-off 05/07/2018. Action complete.
2	Develop a robust view of organisational risk appetite and communicate throughout the council to support considered risk taking	31/07/2018 Corporate Risk Group	The Council has a set of impact descriptors to assist in identifying risk appetite which are appropriate at a corporate level. However as a large and diverse organisation it is recognised that the appetite for risk will vary according to the activity undertaken and hence different appetites and tolerances to risk apply. We are working to produce guidance on how to define our appetite more comprehensively at different levels of the organisation.
3	Develop an overarching strategy/policy with the objective of simplifying terminology, streamlining the contents where possible and clearly articulating the objectives of risk management	30/09/2018 Corporate Risk Group	The existing policy and procedures documents will be reviewed and returned to SMT for sign-off. Sent to the Corporate Risk Group for comment on 05/07/2018. Deadline for updates 20/07/18.
4	Consider the CRG Terms of Reference to ensure that it operates effectively as a gatekeeping and scrutiny group	31/07/2018 Corporate Risk Group	Revised ToR sent to CRG members on 21/06/2018 for comments, sent to SMT for sign-off 05/07/2018. Action complete.
5	Ensure that all Directorates have risk registers in place that are timely and relevant. Develop a process through which operational risks can be aligned to corporate risks as this will aid horizon scanning and decision making.	30/09/2018 Corporate Risk Champions	PH and P&C risk registers are up to date. LGSS Risk Management have worked with P&E to produce a draft directorate risk register. P&E have service risk registers in place. C&CS is currently being updated, and support will be provided by LGSS Risk Management following completion of work with P&E.
6	The creation of a risk training presentation for risk champions to use within their services	31/07/2018 Corporate Risk Group	Training presentation produced and sent to CRG members on 21/06/2018 for comments, sent to SMT for sign-off 05/07/2018. Action complete.

7	The creation of an e-learning module for officers	N/A	The Corporate Risk Group recommend that this is expensive, and provision of guidance material could be done through Camweb. If an opportunity arose to share the development of a risk management e-learning module with other authorities we could re-consider.
8	Develop specific guidance for managing risks within partnerships and projects which should then be referred within the risk management policy. Undertake further work to understand the common/shared risks within partnerships	31/07/2018 Corporate Risk Group	<p>Work has begun on scoring individual partnerships with risk leads. This will result in the CRR Partnership risk being scored appropriately. This will then be incorporated within the risk management policy.</p> <p>Guidance on managing risks in projects is included in the Project Management Framework published in Spring 2018.</p>