

## Appendix 3

### Definitions and acronyms used in the CFA Risk Register

<b>Risk Management</b>	Management of risk incorporates all the activities required to identify and control the exposure to risk that may have an impact on the achievement of an organisations objectives
<b>Risk Description</b>	Description of the live risk (uncertainty, probability or threat of damage, injury, liability lost or any other negative occurrence that is caused by external or internal vulnerability, and that may be avoided through pre-emptive action) in a way that can be understood with clarity
<b>Trigger</b>	An identified measure or indicator that signals that the risk is likely to occur (a risk symptom or warning sign). A trigger enables the organisation to anticipate a risk before it becomes an issue. Triggers should be regularly monitored for quality assurance and control. Only the key triggers to be listed - a maximum of three triggers per risk
<b>Result</b>	The anticipated effects on the organisation to successfully achieve its objectives/activity should the risk become an issue. It describes a specific impact to the organisation and/or service user
<b>Inherent Risk</b>	The level of the risk occurring out of circumstances or existing in an environment in the absence of any action to control or modify the circumstance
<b>Control</b>	Systems (such as implementation of new policy and/or new standards, or procedural changes within the organisation) that have been implemented to make it less likely the risk will occur, or which reduce its impact, probability or both. Only the key controls to be listed. Controls are not static - they consist of activity and may involve the delivery of a programme of work.
<b>Residual Risk</b>	The level of risk that remains after all effort to alter the risk's impact and probability have been taken into account
<b>Action</b>	A response or action that is being implemented/developed/steps that are being taken to make it less likely that a risk will occur, or which reduce its impact, probability or both, such as the development of new policy. Once implemented actions will form a control. Only the key actions to be listed - a maximum of 8 actions per risk. Actions often form part of a wider programme of work or an improvement plan which contains more actions in the area of the relevant risk than are listed on the risk register.
<b>Councils agreed definition of risk (CCC Risk Management Policy)</b>	Factors, events or circumstances that may prevent or detract from the achievement of the Council's corporate and service plan priorities

<b>ED CFA</b>	Executive Director Children Families and Adults
<b>Ho SDOP</b>	Head of Service Development Older People
<b>HoS</b>	Head of Service
<b>HoS CES</b>	Head of Service Commissioning Enhanced Services
<b>HoS CID</b>	Head of Service Children's Innovation and Development
<b>HoS FREDt</b>	Head of Service First Response and Emergency Duty Team
<b>HoS IM</b>	Head of Service Information Management
<b>HoS Locality and Partnerships ECF&amp;Ci</b>	Head of Service Locality and Partnerships East Cambs, Fenland and Cambridge City
<b>HoS MH</b>	Head of Service Mental Health
<b>HoS SEND Specialist Services</b>	Head of Service Special Educational Needs and Disability Specialist Services
<b>HoS WFD</b>	Head of Service Workforce Development
<b>LMT</b>	Learning Management Team
<b>SD ASC</b>	Service Director Adult Social Care
<b>SD CSC</b>	Service Director Children's Social Care
<b>SD E&amp;P</b>	Service Director Enhanced and Preventative Services
<b>SD Learning</b>	Service Director Learning
<b>SD OPMH</b>	Service Director Older People and Mental Health Services
<b>SD S&amp;C</b>	Service Director Strategy and Commissioning