

RISK MANAGEMENT ACTION PLAN 2011-12

	THEME / SOURCE / ISSUE	ACTION	LEAD OFFICER	TARGET DATE / MILESTONE
1.	Reporting risk - Implementation (in-house) of further developments to improve and enhance the risk functionality developed within CorVu (the council's performance management software).	<p>Develop a suite of 'exception' style reports for use by Directorate Management Teams and the Management Board of Directors, to assist and inform the risk register review process and feed into the quarterly business review process.</p> <p>Reports options to include all 'red risks', outstanding actions, new/closed risks.</p>	Risk and Assurance Manager	June 2011
2.	Decision Making - Ensure that key decision makers are aware of key risks	Refinement of the 'Portfolio Risk Registers' (derived from the Strategic and Directorate Risk Registers) and subsequent communication to Cabinet Members. It will also be used as a training opportunity in terms of explaining how risks were arrived at.	Risk and Assurance Manager	Oct 2011
3.	Business Planning - Ensure that key risks are aligned with the Council's key priorities and challenges as reflected in the business planning process.	<p>Review, and where necessary, challenge the content of the Directorate Risk Registers to ensure quality and consistency of approach.</p> <p>Facilitate the update and review of the Strategic Risk Register in consultation with the Management Board of Directors.</p>	Risk and Assurance Manager	June 2011
4.	Managing Risks in Partnerships (including shared service arrangements). Guidance in respect of 'managing risks in partnerships' forms part of the Council's Partnership Code and Toolkit and was formally adopted as part of the Council's Constitution in 2009.	<p>Guidance in respect of the governance of partnerships, including how it relates to shared services, is to be reviewed and updated to reflect the revised approach to partnerships as reflected in the new Southampton Connect collaborative model.</p> <p>The review will include the associated guidance in respect of 'managing risks in partnerships'.</p>	Strategic Partnerships Manager / Risk and Assurance Manager / Head of Legal and Democratic Services.	March 2012

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5.	Risk Reviews – Facilitate and direct a programme of property and liability risk reviews either at the request of insurance underwriters or in response to an adverse claims experience or area of concern.	Work with both property and liability insurers (via their risk survey / loss control service teams) to identify and develop an appropriate risk survey/ risk review programme encompassing both strategic and operational risk issues.	Risk and Assurance Manager	March 2012
6.	Training (also see Item 2)	SCC to facilitate a 'mock trial' training event involving insurers, solicitors and barristers for the benefit of those internal service areas who are involved in the investigation of liability (personal injury, loss or damage) claims. Event to be co-hosted with IOW Council.	Risk and Assurance Manager	Sept 2011
7.	Guidance - Ensure that a range of risk management guidance documents and templates (including those relating to insurance) are available and are aligned with the requirements of service areas.	Review and update the intranet.	Risk and Assurance Manager	March 2012
8.	Policy and Strategy - Ensure that the Risk Management Strategy and Policy are still relevant and appropriate.	Review and update the Risk Management Strategy and Policy as necessary and report any significant changes to the Audit Committee for approval.	Risk and Assurance Manager	June 12