

## RISK MANAGEMENT ACTION PLAN 2011-12: Status Report

	THEME / SOURCE / ISSUE	ACTION	TARGET DATE / MILESTONE	STATUS	COMMENTS
1.	<b>Reporting risk</b> - Implementation (in-house) of further developments to improve and enhance the risk functionality developed within CorVu (the council's performance management software).	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.  Reports options to include all 'red risks', outstanding actions, new/closed risks.	June 2011	<b>COMPLETED</b>  (June 2011)	
2.	<b>Decision Making</b> - 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.	Oct 2011 (Revised to Jan 12)	<b>IN PROGRESS</b>	Directorates advise that Cabinet Members are made aware of key risks however it is currently on an ad hoc basis.  The further development of the Portfolio Risk Registers has been included as part of a wider exercise to review and improve the risk functionality within CorVu. The functionality is designed in house and therefore requires a resource to both develop and test any improvements. Pressure on available resources has resulted in this not be progressed as quickly as originally intended.
3.	<b>Business Planning</b> - Ensure that key risks are aligned with the Council's key priorities and challenges as reflected in the business planning process.	Review, and where necessary, challenge the content of the Directorate Risk Registers to ensure quality and consistency of approach.  Facilitate the update and review of the Strategic Risk Register in consultation with the Management Board of Directors.	June 2011	<b>COMPLETED</b>	Risk management is embedded as a key component of the corporate business planning process. Strategic Risks feature in the Council Plan and Directorate Risks form part of each Directorate Business Plan. There are ongoing discussions with nominated lead officers within each directorate with a view to ensuring that a consistent approach is adopted.  The Management Board of Directors review the Strategic Risk Register on a quarterly basis.

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4.	<b>Managing Risks in Partnerships</b> (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.	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.  The review will include the associated guidance in respect of 'managing risks in partnerships'.	March 2012	<b>IN PROGRESS</b>	Shared services is a project contained within the Change Task Force programme including 'joint services with the Isle of Wight' and 'developing a clear framework for the Council for different service delivery models' (see <i>Change Programme report to 16<sup>th</sup> November Council</i> )
5.	<b>Risk Reviews</b> – 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.	March 2012	<b>IN PROGRESS</b>	Insurers have undertaken fire and security surveys at the following premises: One Guildhall Square, The Quays, Bitterne Park School, former Woolston School site, Tudor House, City Depot, Above Bar Street and Albion Towers. A 'Driver and Fleet Management' review has also been undertaken.
6.	<b>Training</b> (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.	Sept 2011	<b>COMPLETED</b> (Nov 2011)	Mock Trial event was held in the Council Chamber on 11 <sup>th</sup> November attended by colleagues from various internal service areas together with delegates from other local authorities in the area.  A Member training session, which included a section on risk management, was held in July 2011. The session, which was primarily intended for the Audit Committee, was made available to all members.
7.	<b>Guidance</b> - 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.	March 2012	<b>COMPLETED</b> (July 2011)	Intranet pages reviewed and updated as part of the launch of the updated Council Intranet.

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8.	<b>Policy and Strategy</b> - 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.	June 12	<b>NOT STARTED</b>	