

## Annual Plan for Risk Management 2020-2021

Objective	Action	Responsible Officer and Target Dates
Refresh the Risk Management Strategy.	<p>Refresh risk strategy in consultation with CLT to ensure it remains aligned with the corporate strategy, objectives and the risk appetite.</p> <p>Risk strategy and Risk Management Framework to be agreed and then publicly endorsed by CLT.</p>	<p>Strategic Risk Advisor (Interim) 31 March 2020</p> <p>Head of Risk 31 March 2020</p>
Maximise the contribution and impact of Risk Champions.	<p>Review the role of Risk Champions and the Terms of Reference for the Risk Champions Group. Ensure the role and purpose of Risk Champions is clear, aligned to the current risk strategy and understood by each Champion and their respective Divisional Leadership Teams.</p> <p>Once reviewed, each Directorate to nominate a Risk Champion and a Deputy. The Risk Champions that are nominated should be appropriately positioned and committed to Risk Management.</p> <p>Provide training to any new Risk Champions and their deputies.</p>	<p>Risk Manager 30 September 2020</p> <p>CLT 30 October 2020</p> <p>Risk Manager 30 November 2020</p>
Improve the use of JCAD and the quality of the risks and controls recorded.	In consultation with the Risk Champions group, develop a desk top aide for recording, updating and withdrawing risks on JCAD.	Risk Manager and Risk Champions 30 December 2020

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Review JCAD.	<p>Review JCAD and whether it remains fit for purpose and useful in supporting the Council in managing its risks.</p> <p>Undertake soft market testing to explore alternatives systems, including those already owned by the Council such as Pentana Risk.</p> <p>If appropriate, produce a business case to purchase and new Corporate Risk Management System or move to an alternative provider such as Pentana Risk.</p>	<p>Risk Manager 30 October 2020</p> <p>Risk Manager 30 November 2020</p> <p>Risk Manager 30 December 2020</p>
Promote effective risk management.	<p>Provide annual risk management awareness/training to Divisional Leadership Teams and wider management groups across the authority through risk workshops, bespoke training, e-learning and drop in Risk Talks.</p> <p>At least one training session to be provided at each DLT and one session for CLT. Quarterly drop in sessions to be provided for any other staff involved in Risk Management. Risk Management Team to maintain records of attendance.</p> <p>Launch Risk Management e-learning module.</p>	<p>Risk Manager</p> <p>Risk Manager 30 November 2020 (and then ongoing)</p> <p>Risk Manager 30 September 2020</p>
Improved Risk Reporting	On a quarterly basis, in consultation with members of CLT, ensure the Corporate Risk Register is reviewed and updated and presented at CLT before	<p>Risk Manager</p> <p>To align with reporting</p>

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	<p>subsequent presentation to the Audit Committee.</p> <p>On a quarterly basis support the appropriate Directorate to review its Directorate Risk Register for presentation at the Audit Committee.</p>	<p>timetables for CLT and the Audit Committee.</p> <p>Head of Risk to present Risk Register to CLT.</p> <p>Risk Manager To align with reporting timetables the Audit Committee.</p>
New Risk Identification	On at least a biannual basis, in conjunction with the Directorate Risk Champions, coordinate and facilitate a new risk identification exercise with each Directorate.	Risk Manager and Directorate Risk Champions Biannually.
Quality Review of Risk Entries	On a quarterly basis select a sample of individual risks and review the entries on Council's Risk Management System to ensure they are complete, accurate, up-to-date and reflective of the Council's risk appetite. Provide feedback to the Risk and Control owners so they can take appropriate action to rectify any deficiencies.	Risk Manager Quarterly.