

## 2021-2022 Action Plan for Risk Management

Objective	Action	Responsible Officer and Target Dates	Outcome / Progress
Maximise the contribution and impact of Risk Champions.	Hold Regular Risk Champion meetings throughout 2021-2022 and keep the role and number of Champions under review and adapt/improve where needed.	Risk and Insurance Manager 31 March 2022	
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 September 2020	
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 and Insurance Manager 31 December 2021</p> <p>Risk and Insurance Manager 31 December 2021</p> <p>Risk and Insurance Manager 31 December 2021</p>	

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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 optional 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 and Insurance Manager 31 March 2022</p> <p>Risk and Insurance Manager 31 March 2022</p> <p>Risk and Insurance Manager 31 March 2022</p>	
Improved Risk Reporting	<p>On a quarterly basis, in consultation with members of CLT, ensure the Corporate Risk Register is reviewed and updated and presented at CLT before subsequent presentation to the Audit Committee.</p> <p>On a quarterly basis support the appropriate Directorate to review its</p>	<p>Head of Risk 31 March 2022.</p> <p>To align with reporting timetables for CLT and the Audit Committee.</p> <p>Risk and Insurance Manager 31 March 2022</p>	

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	Directorate Risk Register for presentation at the Audit Committee.	To align with reporting timetables the Audit Committee.	
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 and Insurance 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 and Insurance Manager 31 March 2022. Quarterly.	