Review of Risk Register

Report to: Board

Date: 20 June 2018

Report by: Gordon Weir, Executive Director of Corporate and Customer Services

Report No: B-44-2018

Agenda Item: 10

PURPOSE OF REPORT

This report presents a revised risk policy, risk appetite statement and updated strategic risk register for consideration.

RECOMMENDATIONS

That the Board:

1.   **Approves** the revised risk policy and risk appetite statement for adoption.

2.   **Approves** the proposed strategic risk register.

Version: 1.0	Status: *Final*	Date: 12/06/2018

Version Control and Consultation Recording Form

Version	Consultation	Manager	Brief Description of Changes	Date
	Senior Management	Executive Group	The Exec Group reviewed the proposed revised risk appetite statement and risk register	April-May 2018
	Legal Services			
	Corporate and Customer Services Directorate			
	Committee Consultation (where appropriate)	BDE Audit Committee		1/2/18 29/5/18
	Partnership Forum Consultation (where appropriate)			
Equality Impact Assessment				
Confirm that Involvement and Equalities Team have been informed		YES ☐	NO ☒	
EIA Carried Out		YES ☒	NO ☐	
If yes, please attach the accompanying EIA and appendix and briefly outline the equality and diversity implications of this policy.		EIA carried out September 2016.		
If no, you are confirming that this report has been classified as an operational report and not a new policy or change to an existing policy (guidance, practice or procedure)		Name: Gordon Weir Position: Executive Director of Corporate and Customer Services		
Authorised by Director	Name: G Weir	Date: 12 June 2018		

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1.0   BACKGROUND

The Board held a risk review session on 1 February 2018 to consider and update the strategic risk register and to provide guidance on updating the risk policy.   This report presents three appendices for consideration.

Appendix 1	Revised draft risk policy (incorporating amendments suggested by the internal auditors in their review of risk in December 2017)
Appendix 2	Revised risk appetite statement
Appendix 3	Revised risk register – incorporating the Board's amendments

2.0   ONGOING DEVELOPMENTS

At the risk review session, it was agreed to classify risks as either :
- Internal - primarily for review by the Executive Group
- External - to be addressed by effective business continuity planning
- Strategic – to form the core of the strategic risk register
- Project – for major projects requiring Board oversight

Five strategic risks were identified. In addition, members requested regular updates on one "Internal" risk regarding cyber security, therefore this will be added to the strategic risk register as a standing item.

The Executive Group will keep the Internal risks under regular review and escalate issues to the Audit Committee as required.

There are two major projects a) Information Governance and b) Business Transformation. The summary risk registers from these projects will be incorporated within the strategic risk register reports to the Audit Committee from its next meeting until the projects are complete.

The Executive Team has reviewed the Care inspectorate's risk appetite statement and prepared the associated risk tolerance statements for each risk.

3.0   FORMAT OF THE REVISED STRATEGIC RISK REGISTER

The following format is proposed for the revised Strategic Risk Register

Strategic Risks 1 to 5
Standing Internal Risk –Cyber Security
Internal Business Risks escalated from the Executive Group
Summary Project Risk Registers

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4.0   RESOURCE IMPLICATIONS

We do not anticipate additional resources beyond those currently deployed in support of the current approach to risk management.

5.0   EQUALITIES IMPLICATIONS

An Equalities Impact Assessment (EIA) was carried out in September 2016. There are no changes proposed for the EIA as a result of the review of the risk policy.

6.0   BENEFITS FOR PEOPLE WHO USE SERVICES AND THEIR CARERS

Effective risk management at a strategic level supports the delivery of the Corporate Plan. In addition, an effective risk management policy enables those involved in managing risk throughout the organisation to have a clear understanding of what is expected of them. As with other policies, this ensures the organisation is better equipped to focus on service delivery which in turn can only benefit our service users and carers.

7.0   CONCLUSION

This Report presents a revised policy document for adoption and subsequent periodic review. It also presents a revised Strategic Risk Register for approval.

LIST OF APPENDICES

Appendix 1 -   Revised draft risk policy
Appendix 2 -   Revised risk appetite statement
Appendix 3 -   Revised Strategic Risk Register – Summary and Supporting Analysis Documents

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