

REPORT REFERENCE NO.	APRC/18/4
MEETING	AUDIT & PERFORMANCE REVIEW COMMITTEE
DATE OF MEETING	17 JANUARY 2018
SUBJECT OF REPORT	CORPORATE RISK REGISTER
LEAD OFFICER	AREA MANAGER – HEAD OF ORGANISATIONAL ASSURANCE
RECOMMENDATIONS	<i>That the report be noted.</i>
EXECUTIVE SUMMARY	<p>Managing risks, both operational and strategic, is an important part of ensuring that the resources of Devon and Somerset Fire and Rescue Service are used to best advantage. Risk is inherent in most things that we do and much of the Service's activity is already assessed and managed through the application of the operational risk management procedures and good common sense.</p> <p>The Corporate Risk Register details risks and mitigation to ensure risk is managed appropriately and proportionately.</p>
RESOURCE IMPLICATIONS	Nil.
EQUALITY RISKS AND BENEFITS ASSESSMENT (ERBA)	Not applicable.
APPENDICES	Nil.
LIST OF BACKGROUND PAPERS	APRC September 2017 – Corporate Risk Register

1. **INTRODUCTION**

1.1 The aims of Risk Management for the Devon & Somerset Fire & Rescue Service (“the Service”) are to:

- Protect the assets of the Service;
- Ensure service continuity; and
- Facilitate innovation and opportunity.

1.2 Risk management does not mean risk avoidance. It is about encouraging officers and managers to identify, understand and control risk and to learn how to accept the right level of risk.

2. **BACKGROUND – CORPORATE RISK REGISTER**

2.1 The Service corporate risk register captures and describes the Authority’s most significant risks, with a focus on cross-cutting risks and major projects. It is formally reviewed and refreshed on a regular cycle. The final stage of the process, once the risks have been reviewed by risk owners and directors, is for the Audit & Performance Review Committee to consider and comment on the register.

2.2 The Service risk profile has changed over the last six months. The Corporate Risk Register contains eleven risks with one new risk, CR040, added June 2017. No risks have increased in severity. As is normal, there have been minor changes to control measures across the risk portfolio. Risk owners are assigned to each issue and active mitigation in place.

3. **PROPOSED NEW RISK FOR INCLUSION IN CORPORATE RISK REGISTER**

3.1 There has not been any new risk for inclusion in the Corporate Risk Register at this stage.

4. **RISK UPDATES**

4.1 The Annual Statement of Assurance for 2016/17 was published recording areas for improvement and is monitored by the Corporate Governance group on a quarterly basis.

4.2 The Local Government Association (LGA) peer self-assessment review results were compared against the European Foundation for Quality Management (EFQM) and internal organisational self-assessment which identified common areas of strength and for improvement. The LGA Peer review is due to be conducted before the end of 2017.

4.3 Between April and September 2017, the Service Leadership Team (SLT) considered the following issues and agreed next steps to mitigate the risk to a tolerable level:

- Outstanding policies –paper to be submitted to the Executive Board (EB);
- Strategic approach to partnership framework;

- Community safety business safety processes – Devon Audit Partnership (DAP) audit review completed, report includes:
 - “Findings : There are a number of Devon & Somerset Fire & Rescue Service Policy Documents that are generally applicable to this audit, for example, the Complaints and Data Protection/Freedom of information policies that are available in the public domain via the Service’s website. It is noted that the review date for a number of these policies have passed i.e. Data Protection, Data Retention and Information Security Risk Management Policy. Recommendations are not made in this report as these areas are outside the scope of this audit.”
- Security group/Counter Terrorism Advisory Group (CTAG) structure – a paper to be submitted by the Service’s Protective Security Group following a gap analysis to Executive Board;
- Data sharing – Home Fire Safety (HSV) referral system from the South West Ambulance Services Trust (SWAST). This was being picked up by Area Manager Gerald Taylor as part of the collaboration work;
- Cloud storage – this was approved by the Service’s Commissioning Board;
- Information Communications Technology (ICT) health checks showed vulnerabilities impacting both the Service and the Networked Fire Services Partnership (NFSP) – funding has been agreed by the Executive Board;
- Failure to maintain staff competencies and operational capability resulting in an increase in serious injuries for Firefighters and increase in Health and Safety Executive (HSE) inspection, investigation, improvement notices or other legal issues.

4.4 The Service Leadership Team has been monitoring on a monthly basis:

- Outstanding high risk audit assurance actions trend which shows a reduction from 73 to 41 over the last six months. The assurance tracker captures and monitors actions from the Annual Statement of Assurance, Devon Audit Partnership, EFQM, Information Assurance investigations, internal audit, IT health checks and operational assurance.
- Data protection security event and breaches, an increasing trend that indicates increased staff awareness. One area for improvement is to reduce the time taken to complete security event investigations. Reoccurring events and breaches reported are: email autocomplete personal data emailed to wrong recipient
 - access control;
 - lost identification badges; and
 - premises security.

5. **AMENDED RISKS**

5.1 There has not been any amended risk.

6. **RISKS TO BE DELEGATED TO LOCAL RISK REGISTER**

6.1 None.

7. **CONCLUSIONS**

- 7.1 There is one outstanding issue relating to corporate risk CR039 (delayed attendance by Ambulance crews at incidents) and advice is being sought on this matter. Overall, the existing control measures in place are operating effectively to help the Service meet its legal requirements and other risks also refer to controls that will reduce the risk of legal challenge.

8. **NEXT STEPS**

- 8.1 The next formal review of the Corporate Risk Register will take place after the financial year end. The register may need to be refreshed at that point.

AREA MANAGER SARAH ALLEN
Head of Organisational Assurance