

REPORT REFERENCE NO.	APRC/18/19
MEETING	AUDIT & PERFORMANCE REVIEW COMMITTEE
DATE OF MEETING	9 NOVEMBER 2018
SUBJECT OF REPORT	CORPORATE RISK REGISTER
LEAD OFFICER	DIRECTOR OF SERVICE IMPROVEMENT
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 the Service does and much of its 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	<p>APRC September 2017 – Corporate Risk Register</p> <p>APRC January 2018 – Corporate Risk Register</p>

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 fourteen risks with three new risks, CR041 (added January 2018) and CR042 and CR043 (added September 2018). There are four risks that the Service Extended Leadership Team (ELT) is considering for delegation to local risk registers, thus making a total of ten corporate risks, a reduction since January 2018. 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.

2.3 The new risks added are:

- CR041 Outstanding policies may adversely impact on safe systems of work and reduce existing compliance standards.

Controls : An ongoing review is underway to reduce the volume of service policy documents which are no longer relevant or past their required review date. Currently 71% of policies are past due for review (an improvement from 76% in Q1). The Service Executive Board (EB) has agreed a plan to resource and address this area, led by Amy Webb.

- CR042 Restrictive business rules for minimum operational crewing levels impacts adversely on the Service’s ability to recruit on call fire fighters.

Controls : this risk is being incorporated into the Service Delivery redesign project in the Change and improvement programme.

- CR043 ICT business continuity plans that support organisational restoration should be tested regularly for plan adequacy.

Controls : a Business continuity manager has been appointed, on a fixed term contract commencing in early December 2018. The post holder’s initial priority is cyber incident management and ICT systems recovery plans

3. PROPOSED NEW RISK FOR INCLUSION IN CORPORATE RISK REGISTER

3.1 None.

4. RISK UPDATES

4.1 The Annual Statement of Assurance was published recording areas for improvement and is monitored by the Internal Audit Manager on a regular basis and progress updates reported to APRC quarterly.

4.2 Preparation for Her Majesty's Inspector of Constabulary & Fire & Rescue Services (HMICFRS) Inspection is underway in readiness for next year's process.

4.3 Between January and October 2018, the Extended Leadership Team (ELT) and the Protective Security Group (PSG) considered the following issues and agreed next steps to mitigate risk to a comfortable level:

- a. ELT participated in corporate risk management training and a "no notice" cyber-attack exercise that tested adequacy of existing business continuity plans.
- b. PSG monitor security for personal, information and physical security threats and risks.

5. AMENDED RISKS

5.1 None.

6. RISKS TO BE DELEGATED TO LOCAL RISK REGISTER

6.1 There are four risks being considered by ELT for delegation to local risk registers due to the level of risk is being mitigated adequately and transition into business as usual.

6.2 The recommended delegated risks are:

- a. CR029 Breathing apparatus process improved.
- b. CR030 Inadequate project team resilience. Restructured programme and project process and additional resources recruited.
- c. CR038 NFSP mobilising system. Regular IT health checks and system availability tests.
- d. CR040 Failure to comply with GDPR by May 2018. Activity business as usual.

7. LEGAL IMPLICATIONS

7.1 None

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 well therefore need to be refreshed.

ACFO PETE BOND
Director of Service Improvement