

For Publication

Bedfordshire Fire and Rescue Authority  
Corporate Services Policy and Challenge Group  
26 November 2015  
Item No. 12

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**REPORT AUTHOR:** HEAD OF SAFETY AND STRATEGIC PROJECTS

**SUBJECT:** CORPORATE RISK REGISTER

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Background Papers: None

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Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	CORE BRIEF	
	New		OTHER (please specify)	

*Any implications affecting this report are noted at the end of the report.*

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**PURPOSE:**

To consider the Service's Corporate Risk Register in relation to Corporate Services.

## **RECOMMENDATION:**

That Members note and approve the review by the Service of the Corporate Risk Register in relation to Corporate Services.

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### 1. Introduction

- 1.1 Members have requested a standing item to be placed on the Agenda of the Policy and Challenge Groups for the consideration of risks relating to the remit of each Group. In addition, the Fire and Rescue Authority's (FRA) Audit and Standards Committee receives regular reports on the full Corporate Risk Register.
- 1.2 An extract of the Corporate Risk Register showing the risks appropriate to the Corporate Services Policy and Challenge Group together with explanatory notes regarding the risk ratings applied is appended to this report.

### 2. Current Revisions

- 2.1 The register is reviewed on a monthly basis during the Service's Corporate Management Team (CMT) meetings and by CMT members between these meetings if required. A copy of the risks relevant to the Corporate Services Policy and Challenge Group are attached for your information and approval.
- 2.2 Changes to individual risk ratings in the Corporate Risk Register: None.
- 2.3 Updates to individual risks in the Corporate Risk Register:
  - **CRR 08: Inability of supplier to maintain supplies. Key supplier monitoring is inefficient as on-going financial vetting is not conducted:** The Service's key suppliers have been identified and now have robust business continuity and monitoring arrangements in place to ensure service delivery in the event of a business interruption to their services. In addition to these arrangements the Finance Team undertake annual financial checks with key suppliers to provide a further level of assurance.

- **CRR27: If we receive a poor budget settlement from government and the Local Authorities covering both revenue and capital funds, and we have an adverse response from our Council Tax Precept consultation processes, then our ability to deliver a full range of services could be significantly affected:** The Transformational Earmarked Reserve (EMR) is in line with the Service's medium term financial strategy and has been established over a number of years. Based upon current estimates this reserve will close the budget gap into 2019/20. At present no Government funding figures are known for 2016/17 onwards; therefore the Service awaits the anticipated multi-year settlement following the Chancellor's Autumn Statement on 25th November 2015.
- **CRR 43: If the Service suffers a terrorist attack then there is the potential for elements of the Critical National Infrastructure (CNI) to be compromised, our ability to respond to emergency incidents could be significantly affected, we would be unable to fulfil our duties under the Civil Contingencies Act and our reputation could be adversely affected.** As part of developing the Service Headquarters site, a review has recently been completed with regard to the physical security arrangements. As a result of the review an Action Plan has been created with an associated schedule of works to be developed.

### 3. Information Security Management System

- 3.1 The Information Security Management System project that is reported to the Corporate Services Policy and Challenge Group as a corporate project and to the Audit Standards Committee as an Annual Governance Statement action has now been completed.

**SERVICE OPERATIONAL COMMANDER TONY ROGERS  
HEAD OF SAFETY AND STRATEGIC PROJECTS**

Explanatory tables in regard to the risk impact scores, the risk rating and the risk strategy.

### Risk Rating

Risk Rating/Colour	Risk Rating Considerations / Action
<b>Very High</b>	<p>High risks which require urgent management attention and action. Where appropriate, practical and proportionate to do so, new risk controls must be implemented as soon as possible, to reduce the risk rating. New controls aim to:</p> <ul style="list-style-type: none"> <li>• reduce the likelihood of a disruption</li> <li>• shorten the period of a disruption if it occurs</li> <li>• limit the impact of a disruption if it occurs</li> </ul> <p>These risks are monitored by CMT risk owner on a regular basis and reviewed quarterly and annually by CMT.</p>
<b>High</b>	<p>These are high risks which require management attention and action. Where practical and proportionate to do so, new risk controls <i>should</i> be implemented to reduce the risk rating as the aim above. These risks are monitored by CMT risk owner on a regular basis and reviewed quarterly and annually by CMT.</p>
<b>Moderate</b>	<p>These are moderate risks. New risk controls should be considered and scoped. Where practical and proportionate, selected controls should be prioritised for implementation. These risks are monitored and reviewed by CMT.</p>
<b>Low</b>	<p>These risks are unlikely to occur and are not significant in their impact. They are managed within CMT management framework and reviewed by CMT.</p>

## Risk Strategy

Risk Strategy	Description
Treat	Implement and monitor the effectiveness of new controls to reduce the risk rating. This may involve significant resource to achieve (IT infrastructure for data replication/storage, cross-training of specialist staff, providing standby-premises etc) or may comprise a number of low cost, or cost neutral, mitigating measures which cumulatively reduce the risk rating (a validated Business Continuity plan, documented and regularly rehearsed building evacuation procedures etc)
Tolerate	A risk may be acceptable without any further action being taken depending on the risk appetite of the organisation. Also, while there may clearly be additional new controls which could be implemented to 'treat' a risk, if the cost of treating the risk is greater than the anticipated impact and loss should the risk occur, then it may be decided to tolerate the risk maintaining existing risk controls only
Transfer	It may be possible to transfer the risk to a third party (conventional insurance or service provision (outsourcing)), however it is not possible to transfer the responsibility for the risk which remains with BLFRS
Terminate	In some circumstances it may be appropriate or possible to terminate or remove the risk altogether by changing policy, process, procedure or function