

For Publication

Bedfordshire Fire and Rescue Authority
Audit and Standards Committee
6 December 2017
Item No. 13

REPORT AUTHOR: ASSISTANT CHIEF OFFICER (HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT)

SUBJECT: CORPORATE RISK REGISTER AND REVIEW OF CORPORATE RISK MANAGEMENT

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Background Papers: None

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.

PURPOSE:

To review the development of the Service's Corporate Risk Register.

RECOMMENDATIONS:

That Members acknowledge:

1. The continuing development of the Service's Corporate Risk Register; and,
 2. That the appropriate Policy and Challenge Groups have considered and reviewed controls proposed to reduce the identified risks.
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1. Introduction

- 1.1 Each of the Fire and Rescue Authority's (FRA) policy and challenge groups has a standing item on their agenda for the consideration of risks relating to the remit of each Group. In addition, this Committee receives regular reports on the full Corporate Risk Register.

- 1.2 The Corporate Risk Register will be available at the meeting with explanatory notes regarding the risk ratings applied is appended to this report.
- 1.3 Changes to individual risk ratings arising from the **Corporate Services** Risk Register: None. Individual risk ratings have been reviewed and are unchanged
- 1.4 Updates to individual risks arising from the **Corporate Services** Risk Register:
- **CRR00029: If we do not communicate well, both internal and external to the Service, then we will suffer from poor staff morale, miss the opportunity to promote ourselves and the excellent work that we do and potentially impact upon our ability to deliver a full range of services:** A Service focus group was held with Zengenti on the 8th November 2017. This will provide the basis of the design templates for Zengenti to build the initial platform for the website. Representatives from all areas of the Service have been included to ensure suitability and usability of the proposed platform.
 - **CRR00005: If we are unable to provide adequate asset management and tracking facilities then we may cause serious injuries to our staff due to a lack of safety testing. We may also incur unnecessary significant costs and be in breach of health and safety legislation:** The Services testing and tracking system continues to be robust and is audited internally by TSM. Further research on cloud based asset tracking systems has been agreed by CMT and will be completed summer 2018.
 - **CRR00004: If there are a large number of staff absent from the workplace then our ability to deliver services to our communities is severely compromised and our reputation will be adversely affected.** Seasonal influenza is an acute viral infection that spreads easily from person to person; the viruses circulate worldwide and can affect people in any age group. The World Health Organisation (WHO) monitors the effects of seasonal and avian viruses to prevent pandemics. WHO recommends the most effective way to prevent the disease is by vaccination. The Service has offered vaccinations to its staff.
- 1.5 Changes to individual risk ratings arising from the **Service Delivery** Risk Register: None. Individual risk ratings have been reviewed and are unchanged
- 1.6 Updates to individual risks arising from the **Service Delivery** Risk Register: None.
- All corporate risks have been update by the risk owner and there are no changes to progress made to the actions. Risk owners continue to review and monitor the progress made to all actions and this is continually reported to CMT on a monthly basis.

- 1.7 Changes to individual risk ratings from the **Human Resources** Risk Register: None. Individual risk ratings have been reviewed and are unchanged.
- 1.8 Updates to individual risks arising from the **Human Resources** Risk Register:
- **CRR00040: If there is a retirement of a large number of operational officers over a short period of time then we lose significant operational and managerial experience within the service which could ultimately affect our service delivery and wider corporate functionality in the shorter term.** A budget submission has been made for 2018/19 for a permanent recruitment advisor position. The Service continues to be successful at attracting experienced operational staff on transfer which complements our recruitment strategies. The requirement for future whole time fire fighter recruitment and training continues to be informed by CMT analysis of establishment profiling.

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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
Very High	<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"> • reduce the likelihood of a disruption • shorten the period of a disruption if it occurs • limit the impact of a disruption if it occurs <p>These risks are monitored by CMT risk owner on a regular basis and reviewed quarterly and annually by CMT.</p>
High	<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>
Moderate	<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>
Low	<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	<p>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).</p>
Tolerate	<p>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.</p>
Transfer	<p>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.</p>
Terminate	<p>In some circumstances it may be appropriate or possible to terminate or remove the risk altogether by changing policy, process, procedure or function.</p>