

# Risk Management Framework

Who	Roles & responsibilities	Report Type	By Whom	Frequency
Council	Agree the Risk Management Policy and Strategy Receive and act upon: reports from Cabinet and Chief Executive; reports, recommendations and advice from Corporate Governance & Audit Committee	Annual Governance Statement and other relevant reports	Cabinet and CG&AC	Annually
Cabinet	Consider the Risk Management Policy and Strategy and receive reports on them Hold the political responsibility for risk within each individual portfolio Identify a lead portfolio holder for Risk Management	Risk Management Policy and Strategy and relevant reports	CGAC/Portfolio Holder	As requested
Corporate Governance & Audit Committee (CGAC)	Consider corporate strategic risks and control and monitoring arrangements Review Internal Audit priorities and risk assessments Report to Full Council each year on corporate governance issues and internal arrangements to monitor and control risks	Assurances on effectiveness of risk management Updates on corporate risk and action plans	Director of Corporate Services	Bi-annually
Strategic Risk Group	Consider any strategic and operational risks, the associated controls, management and any mitigation.	Review of previously identified strategic risks and any detailed consideration of any newly identified risks. Workshop held with SLT risk owner & members.	Chief Executive	Bi-annually
Strategic Leadership Team (SLT)	Contribute towards the identification and management of strategic and cross-cutting risks Responsible for effectiveness of risk management and assurance frameworks and any mitigation Regularly review the strategic risk register Quarterly monitoring of strategic and operational risks and associated action plans	Reviews of policy, strategy and framework Corporate and service performance reports with operational and strategic risks	SLT assurance and risk updates Programme and Partnership boards performance	Quarterly
Programme Boards	Responsible for identifying and managing the risks associated with the work programme of the Board	Review and update of risk register at each meeting. Report any risk that requires escalation to SLT as necessary	SLT Lead Officer & Programme Board members	Monthly or Bi-Monthly
Strategic partnerships and allied groups	Responsible for the identification and management of risks within their given areas Local Strategic Partnership (LSP) responsible for considering community risks in their wider sense	Task and finish groups report to LSP Reports on the management of risks Escalate high risks as required	Lead Officer Lead Member	Leader and Directors
Directors & Divisional Managers	Contribute towards identification and management of operational risks incorporated in service plans Maintain awareness of and promote risk management policy and strategy to staff Ensure risks have been identified and are addressed and mitigated Ensure supplier and procurement risk is considered in service plans	Report on those departmental/ service/ project risks that require consideration for escalation to the corporate Risk Register Review of risk registers and other risks as standing item at Departmental service meetings	Directors / Divisional Managers Project Boards	Quarterly or as required
Employees	Manage risk effectively in their job and report hazards/risks to their service managers	Report incidents/risks following procedures in corporate policies	All employees	As necessary/required