



# Buckinghamshire & Milton Keynes Fire Authority

<b>MEETING</b>	Overview and Audit Committee
<b>DATE OF MEETING</b>	17 March 2021
<b>OFFICER</b>	Graham Britten, Director of Legal & Governance
<b>LEAD MEMBER</b>	Councillor Keith McLean
<b>SUBJECT OF THE REPORT</b>	<b>Corporate Risk Management Policy</b>
<b>EXECUTIVE SUMMARY</b>	<p>The purpose of this paper is to present members with an updated policy and guidance note for Corporate Risk Management.</p> <p>The policy and guidance have been reviewed and updated to reflect:</p> <ul style="list-style-type: none"> <li>• latest (2018) ISO 31000 Risk Management Guidelines to ensure that our approach is aligned with international good practice;</li> <li>• changes to Service internal governance structures (revisions to Management Boards' terms of reference and the introduction of the Portfolio Management Office); and,</li> <li>• current Service Document publication protocols.</li> </ul> <p>No changes to the existing corporate risk management reporting arrangements to the Overview and Audit Committee are proposed at this time.</p>
<b>ACTION</b>	Decision
<b>RECOMMENDATIONS</b>	That the Committee recommend the Corporate Risk Management Policy set out at Annex A and Guidance at Annex B, to the Executive Committee for approval.
<b>RISK MANAGEMENT</b>	The development, implementation and operation of effective corporate risk management structures, processes and procedures are considered critical to assure continuity of service to the public, compliance with relevant statutory and regulatory requirements and the successful delivery of the Authority's strategic objectives and plans.
<b>FINANCIAL IMPLICATIONS</b>	No direct financial implications arising from the presentation of this report. It is envisaged that the further development of the Authority's corporate risk management framework will be undertaken from within agreed budgets.

<b>LEGAL IMPLICATIONS</b>	The Overview & Audit Committee Terms of Reference require it "to monitor the effective development and operation of risk management and corporate governance within the Authority". The Financial Regulations, at Section C, state that the Executive Committee is responsible for approving the Corporate Risk Management Policy after considering recommendations from the Overview & Audit Committee.
<b>CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE</b>	Corporate risk management falls outside the scope of current Thames Valley collaboration agreements and priorities. However, officers have had regard to the approaches used by neighbouring authorities in preparing this policy update and associated guidance. In particular, Royal Berkshire Fire Authority whose Organisational Risk Management Policy is already based on the ISO 31000 standard.
<b>HEALTH AND SAFETY</b>	Day to day management of occupational health and safety risks falls outside the scope of this policy and guidance. The Service has established processes and procedures for managing health and safety based on standards set by the Institute of Occupational Safety and Health (IOSH).
<b>EQUALITY AND DIVERSITY</b>	No direct implications from the presentation of this report. However, risks to achieving the Authority's equality, diversity and inclusion objectives and / or compliance with relevant statutes or regulations are identified, assessed and managed via the corporate risk management processes and, where identified, included and monitored within the Human Resources Risk Register.
<b>USE OF RESOURCES</b>	<p><b>Communication with Stakeholders</b></p> <p>The updated Corporate Risk Management Policy has been subject to internal consultation with stakeholders and also to gateway reviews by the following:</p> <ul style="list-style-type: none"> <li>• Performance Monitoring Board at its 4 February 2021 Meeting;</li> <li>• Strategic Management Board at its 16 February 2021 Meeting; and,</li> <li>• The Authority Lead Member for Health and Safety and Corporate Risk.</li> </ul> <p>Following approval of this policy it will be published to the Organisation as a whole and will be available to all Authority Members and Service staff. More detailed guidance and, where necessary, training will be provided to all Service managers and staff to enable them to identify, evaluate, record and report potential</p>

	<p>corporate risks.</p> <p><b>System of internal control</b></p> <p>The development of the Corporate Risk Management Policy and framework complements the governance framework and business processes as a critical cog in the system of internal control and makes better use of our people resources by giving them clearly defined areas of responsibility. Risk registers are maintained at Project, Directorate and Corporate levels. Directorate risks are regularly reviewed within Directorates and formally at their management team meetings. An escalation process is in place to enable risks to be elevated to Corporate level. Corporate risks are monitored by the Performance Management Board and the Strategic Management Board with CFA Member scrutiny exercised at the Overview and Audit Committee meetings and by the Lead Member for Health and Safety and Corporate Risk.</p> <p><b>The Medium-Term Financial Strategy</b></p> <p>Financial risks are captured at Directorate and Corporate levels. Any implications for medium term financial planning are included in the individual risk assessments.</p> <p><b>The balance between spending and resources</b></p> <p>The corporate risk management process is funded from within agreed budgetary resources. Any budgetary impacts associated with risk recorded in the risk registers are identified in the individual risk assessments and dealt with via the budget management and planning processes.</p> <p><b>The management of the asset base</b></p> <p>The asset management implications of recorded corporate and directorate risks are captured in the individual risk assessments together with details of the controls and mitigating actions.</p> <p><b>Environmental</b></p> <p>Any environmental impacts associated with risks captured in the corporate and directorate risk registers are identified in the individual risk assessments together with details of the controls and mitigating actions.</p>
<p><b>PROVENANCE SECTION &amp; BACKGROUND PAPERS</b></p>	<p>The preceding Corporate Risk Management Policy was approved at the 18 March 2015 Executive Committee:  <a href="https://bucksfire.gov.uk/documents/2020/03/180315_exec_committee_papers.pdf/">https://bucksfire.gov.uk/documents/2020/03/180315_exec_committee_papers.pdf/</a></p>
<p><b>APPENDICES</b></p>	<p>Annex A: 2021 Corporate Risk Management Policy Statement</p>

	Annex B: Corporate Risk Management Guidance
<b>TIME REQUIRED</b>	15 Minutes
<b>REPORT ORIGINATOR AND CONTACT</b>	Stuart Gowanlock, Corporate Planning Manager <a href="mailto:sgowanlock@bucksfire.gov.uk">sgowanlock@bucksfire.gov.uk</a>