

Information for Audit Committee 22nd July 2008

Summary of the Corporate Risk Management Group Meeting 12th June 2008

The meeting was chaired by Jenny Marriott – Audit & Risk Manager (in the absence of CD Resources – Victor Brownlees). Representatives from all portfolios were present except for E&R. There were also representatives present from Civil Resilience and Insurance (the Health & Safety representative could not attend).

Activities of the Group:

1. Update on the Risk Management activities undertaken since March 2008:

Activities included:

- Approval of 2007/08 Annual Report by Corporate Directors and then Cabinet June 2008 – giving highlighted achievements
- Strategic Risk Review – May 2008
- PRO to be seconded to Civil Resilience Team from 1st July. The recruitment process was in progress.

A subsequent discussion took place around how embedded risk management is across the Council. The consensus was that at Strategic, Corporate and Portfolio Level it is fully embedded and well understood but that at non-managerial levels, this may not be quite so robust. Suggestion was made to make visits to Employee Focus Groups to continue to raise the profile.

2. CPA Use of Resources

Preparation of evidence is underway for 2007/08

Consultation for 2008/09 - Awaiting final KLoE's but we have been informed by External Audit that they will be doing some work here to assess us on these before the end of the financial year – as yet we are not sure what areas they will be looking for.

3. Update on Risk Management Fund – no movement so still stands at £31,836.94. It was suggested that although the information is available on the Intranet, it may be useful to send it out again to portfolios and explain what it can be used for. This has now been done

4. Insurance report

- Update on 2008 tender and property renewal – 3 year contract awarded to Zurich Municipal
- Claims trends continues to decrease
- Broker Contract – extended until 2010
- Risks / Covers – wording has been amended to take account of Corporate Manslaughter and Corporate Homicide Act 2007.

5. Any other business included:

- New Corporate Emergency Plan is now in place and training and exercises will commence in July 2008.
- Emergency Planning Duty Manager Scheme: Update training has just been completed and was well received.
- Potential Fuel Crisis: advanced warning of potential fuel crisis as a result of threatened pay strike by tanker drivers for Shell – due to commence 13/6/08 at 6am for 4 days. Details were given of the action the Council were taking in this area to ensure we are prepared appropriately.
- Completion of Alarm Survey on Insurance issues around Floods of 2007

Note completed by Heather Gumsley (Principal Risk Officer)