

**REPORT TO: COMMUNITY PLANNING BOARD – 10 JUNE, 2009**

**SUBJECT: PARTNERSHIP RISK REGISTER (2009/10)**

**BY: COMMUNITY PLANNING OFFICER**

## **1. REASON FOR REPORT**

- 1.1 The Board is invited to consider and approve the revised risk matrix to inform the Community Planning Partnership Risk Register (2009/10) and identify and assess further risks on the basis of the revised matrix.

## **2. RECOMMENDATION**

### **2.1 It is recommended that the Board**

- (i) considers and approves the revised risk matrix to inform the Partnership Risk Register (2009/10)**
- (ii) identifies and assesses further risks for inclusion in the Risk Register on the basis of the revised matrix**

## **3. BACKGROUND**

- 3.1 At the meeting of the Community Planning Board on 07 May 2009 members considered the draft Community Planning Partnership Risk Register (2009/10) and agreed that it should be sent out to partners for consultation and a report submitted to the next meeting of the Board. It was also agreed that a risk matrix would be circulated to the Board for information. This was carried out.
- 3.2 Following this, a copy of the risk matrix, used by Grampian Police, was circulated for the consideration of Board members. This contains more detail about the consequences of risks identified and the likelihood of their occurrence. It has since been adapted to reflect the main consequences of risk relevant to the Partnership and replaces the risk matrix circulated previously.
- 3.3 Superintendent Sharon Milton of Grampian Police will provide some further background information about the risk matrix at the meeting. Following this, Board members will be asked to approve the content of the revised risk matrix, including the consequences outlined and the percentage figures to inform the likelihood of occurrence.
- 3.4 It is then proposed that the Board uses the agreed matrix to identify further risks, in addition to those already set out in the Risk Register, and reports these prior to the next Board meeting on 27<sup>th</sup> August 2009.

It is also important that Board members make an initial assessment at that stage of where the suggested risks lie on the matrix. The final set of risks and their positioning on the matrix will be agreed at the meeting.

- 3.5 The next step will be for the Board to agree a line within the matrix to define the acceptable level of risk for the Partnership. It is proposed that 'acceptable' risks are delegated to appropriate partner officers to address, while 'unacceptable' risks are addressed by lead officers appointed by the Board. It will be the responsibility of these lead officers to come up with a plans to mitigate such risks and report these back to the Board meeting on 19 November 2009, when the final Risk Register will be approved.
- 3.6 It is further proposed that progress in dealing with acceptable risks is only reported back annually to the Board, whereas progress in reducing unacceptable risks is reported back by the lead officer at each quarterly meeting of the Board.
- 3.7 One final change proposed is that the Risk Register, once complete, will cover a three-year rather than a one-year period ie 2009-12. This would bring it in line with the timeframe surrounding the SOA. The Register will be updated during that time in line with progress reports received.

#### **4. SUMMARY OF IMPLICATIONS**

**(a) Community Plan / Theme Plans / Partner Plans**

It is important in respect of the future development of the Single Outcome Agreement and progress of Community Planning that the Partnership considers and addresses effectively the risks associated with this.

**(b) Policy and Legal**

The compilation of a risk register was one of the key recommendations of the Audit Scotland Initial Assessment of Community Planning and, as such, all Partnerships will be expected to have a register in place for inspection as part of any future audit.

**(c) Resources (Financial, Staffing and Risks)**

Any such implications are identified within the Risk Register.

**(d) Consultations**

Board members have been consulted on the draft of the Risk Register and comments received incorporated into the report.

The Council's Internal Audit Team Leader has also been consulted on the revised matrix and has pointed out the

deviance from the Council's 5x5 matrix, which may result in inconsistency of approach.

## **5. CONCLUSION**

- 5.1 The Community Planning Partnership Risk Register appeared in draft at the last meeting of the Community Planning Board. Since then a revised risk matrix has been proposed by Grampian Police and the Board is asked to approve this.**

**If this is approved, Board members are asked to identify and assess further risks to be included in the Risk Register on the basis of the revised matrix and report these prior to the next meeting in August.**

**Author of Report: Roy Anderson, Community Planning Officer**

**Background Papers: Revised Risk Matrix**

**Ref:**