

ORIGINATOR: CHIEF EXECUTIVE

PAPER NO: AC17/15

**SUBMITTED TO: AUDIT COMMITTEE
30 JUNE 2017**

SUBJECT: RISK MANAGEMENT

SUMMARY:

1. This report sets out the Chief Executive's assessment upon compliance with the Police and Crime Commissioner's Risk Management Strategy for the year 2016/17.

RECOMMENDATION:

The Committee is asked to consider the report.

1. KEY ISSUES FOR CONSIDERATION

- 1.1 The Police and Crime Commissioner (PCC) has adopted a Risk Management Strategy dated 1 March 2013. Within the Strategy the Chief Executive is required to report to the PCC annually on risk management activity, as well as delivery of an annual assessment to the Audit Committee on compliance with the Strategy. This report responds to these two requirements. It is further provided within the Strategy that the review of compliance within the Strategy may be undertaken by arrangement with the internal auditors.

2. INTERNAL AUDIT

- 2.1 The internal auditors have carried out an assurance review of the risk management arrangements for the Office of the PCC in the period 2016/17. The review appraised how the Office of the PCC engaged with risk management and how well it was embedded. The overall assurance assessment was "Substantial Assurance". This means that based on the internal auditors findings there was a robust series of suitably designed internal controls in place upon which the organisation relies to manage the risk of failure of the continuous and effective achievement of the objectives of the process, which at the time of the review were being consistently applied. These were no required action points.
- 2.2 The outcome of the assurance review by the internal auditors was reported to the Audit Committee on 24 March 2017.

3. ASSESSMENT OF COMPLIANCE

- 3.1 The Chief Executive is responsible under the Risk Management Strategy for assessing the corporate PCC approach to risk management. Amongst his responsibilities he maintains the Risk Register. During 2016/17 the Risk Register has been regularly reviewed with changes made to the risks, assessments, action plans and review dates. During 2016 the Chief Executive introduced a 'Confidential Risk Register' to accompany the open Risk Register. The purpose of the Confidential Risk Register was to record those risks where it would be inappropriate to publicise the nature of the risks, e.g. on grounds of commercial sensitivity. All versions of the open Risk Register during 2016/17 were available for viewing on the PCC website, making it accessible to all those who need to have reference to it. Each Risk Register (be that open or confidential) is personally signed off by the PCC himself.
- 3.2 Staff within the PCC's office have been advised of the Risk Management arrangements and indeed have recently been reminded of the contents of the Strategy in order to refresh their awareness.
- 3.3 The Office of the PCC's templates for decisions and reports contain paragraphs on risk that are required to be completed. There is general compliance with this requirement, with the completion of the templates as evidenced by Decision Papers and Reports which appear on the PCC website.
- 3.4 An awareness of risk in relation to partnership activity is maintained and any concerns are raised for consideration through the OPCC's weekly Senior Management Team meetings where risk is a standing agenda item.
- 3.5 The Strategy requires that, amongst others, contractors are made aware of their responsibility for risk management and the mechanism for forwarding concerns into

the PCC's formal management processes. This is provided for in the standard contract documentation with contractors.

- 3.6 Where appropriate, steps are also taken through their training for advising volunteers such as custody visitors, about risk and how to deal with the risks they observe.
- 3.7 In December 2016 the Chief Executive reviewed the Risk Management Strategy. He did not consider as a consequence of that review that the Strategy required amendment.
- 3.8 It is the view of the Chief Executive that a proportionate and appropriate approach is taken to compliance with the Risk Management Strategy. This view is fortified by the outcome of the review conducted by the internal auditors as described above.

4. FINANCIAL IMPLICATIONS

- 4.1 There are no financial implications.

5. OTHER IMPLICATIONS AND RISKS

- 5.1 There are no other/risk implications.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	Yes – the author is a Solicitor and the Monitoring Officer.
Has the PCC's Chief Finance Officer been consulted?	Yes.
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Not applicable.
Have human resource implications been considered?	Not applicable.
Is the recommendation consistent with the objectives in the Police and Crime Plan?	Not applicable.
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Not applicable.
Has communications advice been sought on areas of likely media interest and how they might be managed?	Not applicable.
Have all relevant ethical factors been taken into consideration in developing this submission?	Yes.

In relation to the above, please ensure that all relevant issues have been highlighted in the 'other implications and risks' section of the submission.