## RISK MANAGEMENT VISION AND WORKPLAN 2013/14

City of York Council have had a Risk Management Policy and Strategy in place for some years. However, whilst the idea of risk management is reasonably embedded throughout the organisation, it is very much a paper exercise that has become somewhat stale as a result of a distinct lack of centralised coordination.

It is the aim of the Risk Management function to reinvigorate the process and encourage the council to use the risk management as a tool to better inform and enable them to carry out their business.

To this end a development and workplan has been created to provide some clarity around what is required and the likely timescales involved.

The first column considers the tasks required under each of the headings, then the second column provides timescales for completion whilst the third identifies the owner.

Risk Register/Magique	Target Date for	<u>Owner</u>
<ul> <li>Undertake a review of all risk information contained within Magique as many risks are poorly defined, out of date, do not have a risk owner. Information must be up to date and accurate to facilitate</li> </ul>	completion/Implementation  March 2014	Lisa Nyhan/Stephanie Kelly

Ongoing	Lisa Nyhan/Stephanie Kelly
Ongoing	Lisa Nyhan
Ongoing	
Ongoing (asap)	Lisa Nyhan/Stephanie Kelly
	Ongoing

Deliver training to the members on Audit and Governance Committee to enable them to carry out their role with regards to Risk Management effectively.	March 2014	Lisa Nyhan
Refresher training for the DMTs to enable them to understand the principals and therefore be more effective in their identification and management of their departmental risks.	January 2014	Lisa Nyhan
<ul> <li>Documentation</li> <li>Risk management policy and strategy documents – review needed to ensure they reflect any new processes implemented and also to see if we can improve their ease of reading.</li> <li>Review RM guide and Key Corporate Risk guide to ensure it</li> </ul>	End October 13	Lisa Nyhan

fits the requirements of the potential audience.	End October 13	Lisa Nyhan
<ul> <li>Magique user guide – consider if we are to do all updates centrally is this required? If so, ensure meets needs of target audience.</li> </ul>	End October 13	Lisa Nyhan/Stephanie Kelly
Register Review/Reporting		
A&G Reports - quarterley	Ongoing	Lisa Nyhan
<ul> <li>Put in place quarterly reviews with each of the DMT's</li> </ul>	Jan 2014	Lisa Nyhan
<ul> <li>Review all the risks every three months</li> </ul>	August 2013	Stephanie Kelly
Take a report to CMT on KCR annually/bi-annually	June 2014	Lisa Nyhan
Take KCRs to CLG bi-annually for refresh if appropriate	March 2014	Lisa Nyhan