

Risk Management Work Plan 2007/08

Annex A

Work stream	Progress	Target Date
Development of Corporate Risk Register (Magique)		
Conduct annual review of corporate risk register, to ensure quality of risk information and their regular review	Work in progress with Directorate Management Teams	31/03/08
Ensure corporate risks are linked to corporate priorities and assign ownership for each	To be completed after the refresh/review of the corporate priorities	31/03/08
Evaluate key partnership risks using partnership governance questionnaire	Questionnaire for 2007/08 under review in consultation with City Strategy Partnership Officer	31/11/2007
Complete comprehensive review of partnership risks	To follow issue of revised questionnaire	31/11/2007
Issue questionnaires to qualify controls for all risks using Magique	Cannot be completed until new release on corporate risk register is in effect	30/01/08
Develop a more integrated approach to risk management within service planning	New templates to be designed with lead officer for service planning and issued in the first phase of service planning	30/09/07
Submit an ITD bid for additional licences for Magique for distribute throughout the organisation	Submission complete - awaiting outcome	30/09/07
Continue and build on embedding work with Directorate Champions	Currently liaising with each directorate champion to coordinate DMT risk identification sessions	ongoing
Update home and risk assessment pages within Magique	To be undertaken ASAP.	30/06/07
Develop simple user manual for Magique	In progress - slippage due to late implementation of corporate risk register upgrade	15/06/07
Develop available & new reports for customers within Magique	Flex reports tailored for Admin Accom project	ongoing
Input into user group to influence new releases for our requirements	User group attended	30/05/07

Support to Key Projects		
Admin Accom	Development of individual Admin Accom reports	ongoing
Easy@york	Support and advice given in respect of use of corporate risk register	ongoing
Waste PFI	Support and advice given in respect of use of corporate risk register	ongoing
Highways PFI		on hold
Pay & Grading	Support and advice given in respect of use of corporate risk register	ongoing
FMS replacement	Support and advice given in respect of use of corporate risk register	ongoing
Business Continuity		
Review all Resources Divisional plans and collate them in the directorate plan.	In progress - revised target date 30/09/07	31/10/07
Ensure all Resources plans are reviewed and updated at least bi-annually	First review complete	31/07/07 & 31/01/2008
Exercise Resources plan	Not yet started	31/03/08
Decision Making		
Develop a more integrated approach to risk management within the financial planning process	In current consultations with lead officer for financial planning	30/11/07
Monitor use of Risk Management Section within committee papers	Complete and ongoing	30/08/07

Training & Development		
Develop a risk management training programme to be rolled out corporately to Members & officers		30/06/07
Provide RM training to all relevant staff and members	Training dates booked for 02 & 03/10/07	31/12/07
Risk Management Communication		
Provide annual risk management report to Executive	In progress	18/09/07
Develop relationship with Member risk champion	First meeting	30/12/07
Develop and fully embed monitoring routines at CMT and DMT level	In progress	30/08/07
Write & publish RM policy	In progress - completed draft out for consultation	30/06/07
Deliver bi-annual risk management progress reports to A&G and OGG	In progress	ongoing
Deliver annual risk management benchmarking exercise	Not yet started	30/10/07
Develop a risk management communication strategy using News & Jobs etc	2007/08 T&C programme devised, 1st article completed and published	ongoing
Update Resources risk management sub-site with current RM info	In progress - site under construction/development	31/07/07