



SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL



# Governance and Audit Committee


29 November 2023

Report of Councillor Philip Knowles,  
Cabinet Member for Corporate  
Governance and Licensing

## Risk Management Annual Report 2022/23

### Report Author

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### Purpose of Report

One of the key areas for Governance and Audit Committee, as part of its terms of reference, is to monitor and review the risk management arrangements in place and the activities that are being undertaken to mitigate those risks.

### Recommendation

**Governance and Audit Committee is asked to approve the Risk Management Annual Report 2022/23.**

## Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	High performing Council
Which wards are impacted?	All

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

### ***Finance and Procurement***

- 1.1 There are no specific financial comments arising from this report.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

### ***Legal and Governance***

- 1.2 There are no additional legal implications to consider.

Completed by: Graham Watts, Assistant Director, (Governance and Public Protection) and Monitoring Officer

### ***Risk and Mitigation***

- 1.3 These are contained within the report.

Completed by: Tracey Elliott, Governance and Risk Officer

## 2. Background to the Report

- 2.1 A key element of the terms of reference of the Committee is to monitor and review the risk management arrangements in place and the activities that are being undertaken to assess the effectiveness of those arrangements.

### **Risk Management Framework**

- 2.2 The current Risk Management Framework 2021/23 was revised and approved by Governance and Audit Committee at its meeting on 9 June 2021. The Framework provides details of the risk environment the Council operates within, and the controls and mechanisms that are in place, to ensure risk is sufficiently managed

by officers and Members. Throughout the period of 2022/23, risk management activities have been undertaken in accordance with the Framework. During the financial year the Framework has been responsive and adaptive to respond to the reflect the ever-changing operating framework.

- 2.3 Pending approval of the draft Strategic Risk Register, and the proposal to move to a new risk scoring matrix, the framework will be updated accordingly and presented to Governance and Audit Committee in March 2024.

### **Risk Management Group**

- 2.4 Risk Management Group has been a quarterly agenda item at Senior Leadership Team. At those meetings agenda items included risk management, internal audit, insurance, counter fraud, and corporate governance.
- 2.5 During the 2022/23 financial year the Council's insurers undertook a Motor Fleet Risk Assessment resulting in six important, and three advisory, actions to be implemented:

Important actions:

- Proactive use of driver behaviour telemetry and technology
- Risk based frequency for licence checks
- Grey fleet policy and implementation review
- Comprehension checks to ensure policies are understood
- Annual declaration in relation to fitness to drive
- Fleet performance management

Advisory actions:

- Development of communication strategy to raise awareness of fleet safety issues
- Formation of Council fleet/safe driving steering group
- Incorporation of other in-vehicle distractions in the mobile phone policy

- 2.6 The Motor Fleet Risk Assessment actions have been a standing agenda item for Risk Management Group and progress against these actions are monitored by the Group. In particular, significant work has been undertaken in respect of the use of telemetry and speeding which culminated in a 'Driving at a Safe Speed Policy' (Appendix to Operational Driving Policy) was approved at Employment Committee on 29 June 2023 and implemented on 1 August 2023. A link can be found here: [Driving at a Safe Speed Policy.pdf \(southkesteven.gov.uk\)](#)

### **Strategic Risk Register**

- 2.7 The Strategic Risk Register is reviewed by Corporate Management Team and Governance and Audit Committee biannually. Governance and Audit Committee last approved the Strategic Risk Register on 15 March 2023.
- 2.8 The latest draft Strategic Risk Register is a separate agenda item at this meeting.
- 2.9 Strategic risk controls and actions are tracked and monitored using software 4risk™. This risk management software provides a complete picture of the risk, controls and assurance environment. 4risk enables and enhances the ability to monitor and measure overall exposure to risk and examine the effectiveness of the control environment through tailored reporting options. Progress of risk actions can be tracked through to implementation and outcome.

### **3. Key Considerations**

- 3.1 The Committee should monitor and review the risk management arrangements currently in place and the activities that are being undertaken to mitigate those risks.

### **4. Other Options Considered**

- 4.1 None.

### **5. Reasons for the Recommendations**

- 5.1 Governance and Audit Committee, as part of its terms of reference, 9.1 (xii) approve the annual report on risk management activity and consider the effectiveness of the Council's overall arrangements for managing risk.