RISK MANAGEMENT

DRAFT FRAMEWORK OUTLINE







Table of contents

Section 1: Introduction

- 1.1 The Council's Risk Management (RM) Policy statement, Strategy and Framework
- 1.2 Purpose and rationale for Risk Management and the framework
- 1.3 Embedding Risk Management
- 1.4 Implementation of the Council's RM Policy Statement and Strategy
- 1.6 Engaging in the process
- 1.5 Review Dates

Section 2: Risk Management Basics

- 2.1 What do we mean by Risk?
- 2.2 The Risk Management Methodology
- 2.3 RM in context
- 2.4 RM Definitions
- 2.5 When should we use risk management techniques?
- 2.6 How should the framework be used?
- 2.7 Who should be involved?
- 2.8 Getting the balance right

The Risk Management Methodology:

Section 3: The Risk Management Process Step 1 - Identify Risk

- 3.1 Be clear about your objectives
- 3.2 Consider the full scope of risks
- 3.3 Identify your risks
- 3.4 Record your risks
- 3.5 Opportunities rather than threats

Section 4: The Risk Management Process Step 2 - Evaluate Risk

- 4.1 Estimating likelihood and impact
- 4.2 Taking account of current controls
- 4.3 Scoring and recording risks
- 4.4 Risk tolerance
- 4.5 Preparing a Management Action Plan

Section 5: The Risk Management Process Step 3 - Treating Risk

- 5.1 Addressing your primary risks
- 5.2 The need for co-ordination
- 5.3 Record the key details
- 5.4 Scoring Your Risk after controls
- 5.5 Risk Classification
- 5.6 Positive risk opportunities
- 5.7 Business Continuity Management

Section 6: The Risk Management Process Step 4 - Monitoring and Reviewing Risk

- 6.1 Risk tracking
- 6.2 Keeping RM on the agenda
- 6.3 Risk management and business planning
- 6.4 Reporting to management and stakeholders

Section 7: Roles and Responsibilities

Section 8: Reporting and Escalation

8.1 Reporting frequency

APPENDICIES

APPENDIX 1 – Categories of risk

APPENDIX 2 – Risk Assessment form (Commissioning Plan Template)

APPENDIX 3 - Risk Scoring Chart

APPENDIX 4 – Corporate Risk Stewardship Form

APPENDIX 5 – Corporate Risk Register template (Blank)

APPENDIX 6 - Escalation procedure