

APPENDIX 2

ACTION PLAN

ACTION PLAN NO	PARA	GRADE	WEAKNESSES IDENTIFIED	AGREED ACTION	RESPONSIBLE OFFICER	DATE OF IMPLEMENTATION
1	1.6 2.3 2.5 4.7	Fundamental	LCGs have not yet been set up by all Departments	LCGs are to be set up by all Departments in accordance with the new risk management framework model as set out at appendix 1 paragraph 3.	DMT's	Immediate
2	2.2 2.4	Material	Officers delegated to attend the RMG are not given sufficient authority to take decisions to take risk management processes forward	Members of the RMG to be delegated full authority to take decisions on behalf of their departments	DMT's	Immediate
3	3.4	Material	There is no Risk Management Framework Model in place for the Council.	The Risk Management Framework Model to be recommended to the SMT by the RMG.	RMG	Immediate
4	5.7	Material	As above.	DMT's are to implement the framework of operation as set out in appendix 1 paragraph 5 of the report.	DMT's	Immediate
5	6.4	Material	The RMG do not produce an action mandate following each meeting	The RMG will produce an action mandate document following each meeting	Head of Democratic Services & Governance	Following next RMG meeting

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6	7.4	Material	The RMG do not produce quarterly reports to the SMT on a regular basis	The RMG will provide a quarterly report to the SMT identifying progress is being made in addressing risks	Head of Democratic Services & Governance	Following next RMG meeting
7	8.1	Fundamental	Audit Committee do not currently ,on a regular basis, formally scrutinise progress with implementing the risk management framework	Progress with implementation of the Council's risk management framework is to reported to the Audit Committee on a regular basis	GRM	December 2006 and then quarterly
8	9.3	Fundamental	Strategic Risk Register is still in the process of being finalised	The Strategic Risk Register is to be agreed by the RMG on behalf of the SMT.	RMG	December 2006.
9	9.3	Fundamental	Operational Risk Registers not prepared	The Operational Risk Registers are to be prepared.	RMG and LCGs	March 2007
10	10.2	Material	Internal Audit does not currently include an assurance statement in its annual Internal Control Statement regarding progress with the implementation of the risk management framework.	Internal Audit will include an assurance statement regarding risk management in the Annual Internal Control Statement commencing 2007.	Internal Audit Manager	May 2007

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11	11.1	Material	Currently no formal procedures in place to measure and report on any benefits obtained from the introduction of a risk management framework	Processes are to be established for measuring and reporting benefits obtained from introducing a risk management framework for the SMT, DMT's and LCGs.	RMG	Immediate
12	11.4	Material	Use not currently being made of risk management processes used by other authorities	Links to be established with other authorities to establish possible knowledge integration points.	GRM	Immediate