

PFCC Decision Report

Please ensure all sections below are completed

Report reference number: 126-2018

Classification (e.g. Not protectively marked/restricted): Official

Title of report: OPFCC Risk Management Handbook

Area of County/Stakeholders affected: Countywide

Report by : Anna Hook, Head of Performance and Scrutiny

Date of report: 29 August 2018

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1. Purpose of report

To seek approval for the updated Risk Management Handbook for the Office of the Police, Fire and Crime Commissioner for Essex.

2. Recommendations

To approve and adopt the updated Risk Management Handbook for the Office of the Police, Fire and Crime Commissioner for Essex.

3. Benefits of Proposal

The OPFCC Risk Management Handbook outlines the process by which the Office and its employees manages the strategic and management risks for the organisation. This Handbook also clarifies roles, responsibilities and process for end to end risk management.

4. Background and proposal

Both Essex Police and the OPFCC have recently undergone an internal audit with regard to 'The Management of Risk'. The OPFCC received a 'reasonable assurance' rating, with some recommendations including the following with regard to the Handbook:

The OPFCC will update the Risk Management Handbook to include the following:

- *The process for adding or escalating a risk to the Strategic Risk Register. (Described throughout the Handbook and also in detail in Appendix 3: Managing risk in the OPFCC – FAQs)*
- *Definition of the key governance forums in place including the role of the SMT. (Described throughout the Handbook and also in detail in Appendix 3: Managing risk in the OPFCC – FAQs)*
- *The key risk roles and responsibilities within the OPFCC. (Page 12 and in Appendix 3: Managing risk in the OPFCC – FAQs)*
- *Key contacts for staff with questions on risks or who have identified a risk they wish to raise. (Page 12 and in Appendix 3: Managing risk in the OPFCC – FAQs)*

The handbook has been amended to reflect these recommendations.

To further this good practice, the DPFCC and Head of Performance and Scrutiny have also introduced a Risk Star Chamber approach that allows for a 'deep dive' on certain strategic risks in order to review and progress where risks are observed to have plateaued in response to mitigations (Appendix 4).

5. Police and Crime Plan

The Risk Management Handbook is a key policy document for how the OPFCC manages risk and as such supports and cross cuts all priorities from the Police and Crime Plan.

6. Police Operational Implications

The OPFCC and Essex Police are aligned in their process for the management of risk. This is further supported by the attendance of the OPFCC at the Force Risk Star Chamber and the liaison between the Head of Performance and Scrutiny (OPFCC) and the Continuous Improvement Manager (Essex Police) to develop best practice delivery of Risk Management.

7. Financial Implications

There are no financial implications arising from this decision.

8. Legal Implications

There are no legal implications

9. Staffing and other resource implications

This provides further support to staff for the process and there are no staffing implications.

10. Equality and Diversity implications

There are no direct Equality and Diversity implications

11. Background papers

Office of the Police, Fire and Crime Commissioner for Essex: Risk Management Handbook

Report Approval

The report will be signed off by the OPFCC Chief Executive and Treasurer, prior to review and sign off by the PFCC / DPFCC

Chief Executive/M.O

Sign:

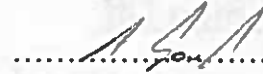


Print: David Lawson

Date: 14 September 2018

Chief Financial Officer/Treasurer

Sign:



Print:

ABREI

Date:

18/9/18

Publication

Is the report for publication?

YES

NO

If 'NO', please give reasons for non-publication (state 'None' if applicable)

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If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

Redaction

If the report is for publication, is redaction required:

1. Of Decision Sheet

YES

2. Of Appendix

YES

NO

NO

If 'YES', please provide details of required redaction:

Date redaction carried out:

Please continue to next page for Final PCC Decision and Final Sign Off

Treasurer / Chief Executive Sign Off – for Redactions only

If redaction is required, Treasurer or Chief Executive are to sign off that redaction has been completed.

Sign:

Print:

Chief Executive/Treasurer

Date signed:

Decision and Final Sign Off

I agree the recommendations to this report;

Sign: 

Print: R.C. Hest

PFCC/Deputy PFCC

Date signed: 23/5/18

I do not agree the recommendations to this report because;

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.....
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Sign:

Print:

PFCC/Deputy PFCC

Date signed: