

**ESSEX POLICE, FIRE AND CRIME COMMISSIONER FIRE & RESCUE AUTHORITY**

Essex County Fire & Rescue Service

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| Meeting | **Performance and Resources Board** | Agenda Item |  |
| Meeting Date | 30 October 2018 | Report Number |  |
| Report Author: | Risk & Business Continuity Manager |
| Presented By | Director of Prevention, Protection & Response |
| Subject | **Risk and Business Continuity Report** |
| Type of Report: | Information  |

# Recommendations

1. That members of the P&R Board note the contents of this report and provide comment on Appendix A.

# BACKGROUND

1. This report provides some detail around risk and business continuity activities.

# Options and Analysis

1. **Risk Management**
* Risk and Control Measure owners took part in a series of surgeries with the Director of Prevention, Protection and Response and the Corporate Risk and Business Continuity Manager to re-assess risks on the Strategic Risk Register (SRR) in June.
* Following this additional risks were added to the SRR. Some of the newly added risks require additional work around Control Measures (See Appendix A.). The two previous opportunity were deleted.
* The SLT also undertook externally facilitated risk management training in June.
* RSM conducted an interim Audit on steps taken on the SLT Action Plan which was positive on the progression the Service has made against the action plan, this has since been reported to the Audit Committee.
* The Risk Management Policy and Strategy is redrafted and with the Commissioner for physically signing off.
* The Risk Management Guidance document has been redrafted and has been added to JCAD.
* The seventh edition of the Strategic Assessment of Risk has been approved, awaiting formal sign off. This will be used for an audit to take place in November.
* A new round of risk surgeries with Department Heads and the Risk and Business Continuity Department.
* Following on from the Audit Committee, the Service now has quarterly meetings in place where the Director for Prevention, Protection and Response meets with all risk owners and those owning the control measures to ensure that adequate reviews are taking place.
1. **Business Continuity**
* All four Control Watches have exercised the Control business continuity plan.
* The Fleet Workshops business continuity plan went through a validation process, which revealed areas for development and improvement. Once re-written, this plan will also be exercised.
* Steps are in hand to improve the ICT Major Incident Plan. A live DR exercise is planned to take place in 2019.
* The Strategic Business Continuity Plan and the Infectious Disease Plan were approved at SLT on 18 September.
* A project to introduce supply chain continuity is underway, led by the Purchasing and Supply Manager. Meetings are being held with departments to identify critical suppliers.
* A wider programme to exercise/verify the business continuity arrangements of other departments is in development and will be implemented when the current vacancy for the BC lead is filled.

# Benefits and Risk Implications

1. A Risk Internal Audit is anticipated in the first Calendar quarter of 2019. A Business Continuity Internal Audit is anticipated in the second or third calendar quarter of 2019. The HMIC Inspection is anticipated for April 2019. Consequently, there is likely to be a strong focus on risk and business continuity.

# Financial Implications

1. None at this stage.

# Equality and Diversity Implications

1. None at this stage.

# Workforce Engagement

1. The Risk and Business continuity Team continue to work with SLT and department heads.

# Legal Implications

1. None at this stage.