

**Governing Body**

**15 April 2015**

**Agenda Item: 10**

**Assurance Framework & Corporate Risk Register**

**Lead: Julie Ross**

**Northumberland**

**Clinical Commissioning Group**

***Members of the Governing Body are asked to:***

- 1. Note the contents of the assurance framework and risk register**
- 2. Confirm that they are assured by the risks noted and the work being undertaken to mitigate them**

**1. Introduction**

This paper is to present to the Governing Body alongside the assurance framework (appendix 1) and the corporate risk register (appendix 2). It includes an explanation of the management of the assurance framework. This paper provides a review of the assurance framework against the strategic priorities and corporate objectives.

**2. Joint Locality Executive Board responsibility**

The Joint Locality Executive Board (JLEB) is responsible for confirming assurance is in place. When the assurance framework is presented to JLEB, members are required to check the controls are still valid, discuss and review the risks and make a decision on each risk. These discussions and decisions must be documented in the minutes.

Possible decisions:

- Risk to remain the same
- Risk to be increased/reduced
- Risk to be added/removed

JLEB must be assured that the key controls effectively manage the risks; that objectives reflect required performance and that it links directly to the Annual Governance Statement.

**3. Audit Committee responsibility**

The Audit Committee is required, under its terms of reference, to report to the Governing Body annually on its work in support of the Annual Governance Statement, specifically commenting on the fitness for purpose of the Assurance Framework, the completeness and embeddedness of risk management in the organisation and the integration of governance arrangements.

**4. Development of Assurance Framework and Risk Register**

Work has continued in the development of both the assurance framework and risk register. The risk register system used by the CCG SIRMS, which is supported by NECS, has been updated so that it differentiates between operational risks and strategic risks. The assurance framework details all strategic risks to the organisation,



regardless of risk rating.

A number of risk clinics have been held with risk owners and risk co-ordinators. The purpose of the risk clinics was to review the risks that were currently on the risk register to establish if the risk descriptions, cause and effect were appropriately worded; that all relevant controls, assurances, gaps and actions were identified; and that risk ratings were appropriate. Discussions were also held to establish if any new risks needed to be included on the register.

Following the review it was established that a number of risks were no longer valid. These were “closed” on the system but risk owners were required to provide a reason for the closure. Where residual risks remained from closed risks these were linked to any new risks that were entered onto the register. This was to ensure that there was a clear audit trail for all actions taken to update the risk register.

Moving forward it is intended to hold risk clinics on a bi-annual basis. It has also been proposed that domain updates reported to the Resource and Performance Committee will include updates on domain risks. The Governance Group will also undertake deep dives on domain risk registers to review the assurances and monitor progress against actions.

## **5. Further work required on Risk Register**

Whilst a considerable amount of work has been undertaken to ensure that the risk register reflects the risks which may affect achievement of the CCG’s strategic objectives further work is still required. A number of risk owners identified in the risk register are either no longer employed by the CCG, are on long term sickness or have changed their role and responsibilities. Whilst there is still specific oversight on these risks a review of risk owners will be undertaken.

A number of target dates for identified actions have lapsed with no update on progress against the action provided. Risk owners will be requested to provide updates on these actions.

A number of risks have gaps in control and/or gaps in assurances but no action to address these gaps is identified. Risk owners will be requested to identify suitable actions and ensure that progress against actions is routinely included on the risk register.