

POLICY

POLICY
RISK MANAGEMENT

Owning Department:	Corporate Development and Change		
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Risk Rating:	Low	Legal Sign Off: Date:	N/A N/A

Approved by

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Legal Basis

Please list below the relevant legislation which is the legal basis for this policy. You must update this list with changes in legislation that are relevant to this policy and hyperlink directly to the legislation.

Legislation specific to the subject of this policy document

Section	Act (title and year)

Other legislation which you must check this document against (required by law)

Act (title and year)
Human Rights Act 1998 (in particular A.14 – Prohibition of discrimination)
Equality Act 2010
Crime and Disorder Act 1998
Health and Safety at Work etc. Act 1974 and associated Regulations
General Data Protection Regulation (GDPR) and Data Protection Act 2018
Freedom Of Information Act 2000
The Civil Contingencies Act 2004

Other documentation which you must check this document against (required by law)

Document
College of Policing – Code of Ethics
Norfolk and Suffolk Constabularies' Standards of Professional Behaviour
College of Policing – Authorised Professional Practice (including the Ten Risk Principles and the National Decision Model)

Other Related Documents:

- [Information Management](#) and [Information Risk Management Policies](#)
- [Business Continuity Policy](#)
- [Health and Safety Policy](#)

1. Summary of changes

1.1 This is a new joint policy for risk management.

1.2 This policy replaces the following policy;

- Risk Management Policy (2016)

2. Introduction

2.1 This policy defines the aims and objectives for the management of risk across Norfolk Constabulary and Suffolk Constabulary (from here on in known as 'the Constabularies').

2.2 A Risk Management policy is required to promote procedures and practices required to successfully identify and manage the significant risks that may affect the Constabularies' ability to achieve their overall priorities to deliver against strategic objectives.

3. Aims

3.1 The Constabularies have a responsibility to ensure there is an effective framework in place for the identification and management of risk. The aim is to reduce the frequency of risk events occurring and to mitigate the impact they may have on service delivery and strategic objectives.

3.2 The main objectives of this policy are to:

- Integrate risk management into the organisational culture in order to facilitate the identification and scrutiny of risks.
- Manage risk in accordance with best practice and national guidance.
- Preserve and enhance the effectiveness of operational and organisational service delivery.

4. Statement of Policy

4.1 The Constabularies will operate a joint risk management policy which will:

- Encourage the active use of risk management as a tool for identifying and managing organisational and operational risks;
- Minimise the loss, disruption, damage and injury that may arise from the Constabularies' activities;
- Make best use of resources, whilst reducing costs;
- Assess risk in the context of its impact on performance;
- Enable policy and operational decision making to take into account organisational risks and their likely impact;
- Protect the reputation of the Constabularies;

- Deliver strategic and operational objectives successfully;
- Improve planning and prioritisation of resources;
- Anticipate the impact of problems or events before they occur and plan appropriate action(s);
- Increase stakeholder confidence;
- Identify and promote opportunities

4.2 To effectively deliver the policy the Constabularies will:

- Operate consistent risk management processes across both constabularies (including the collaborative or joint departments);
- Maintain a comprehensive risk register for strategic, departmental, and operational and programme/project risks.
- Establish and embed risk management as a continuous process at strategic, management, location and operational levels;
- Define clear roles, responsibilities and reporting lines across both Constabularies and within collaborative departments;
- Incorporate risk management considerations into other management processes including: business change, planning, business continuity, National Intelligence Model (NIM) procedures, force management statements, strategic assessments, and partnership arrangements;
- Ensure effective communication with, and the active involvement of, all officers and staff;
- Provide risk management training and guidance for all managers and promote risk management awareness for all staff;
- Maintain awareness of current best practice via other organisations, publications and networking

4.3 Further details regarding the practice and processes, for managing risk are detailed in the accompanying [procedural guidance](#).

5. Risk Appetite Statement

5.1 Risk appetite can be summarised as the amount of risk an organisation is prepared to accept and tolerate at any one point in time. The purpose of risk appetite is to set out an organisations attitude towards risk and to provide consistency in the decision making process. A risk appetite statement is provided within the [procedural guidelines](#).

6. Applicability

6.1 This policy applies to all officers and staff within both Norfolk and Suffolk Constabularies.

6.2 All policies and procedures are binding on all members of the organisations and individuals who are accountable for their actions. Non-compliance may render individuals subject to disciplinary action.

7. Roles and Responsibilities

7.1 The risk governance structure and management of risk for the Constabularies is set out below:

Joint Chief Officer Team	Provides strategic oversight, direction and decision making regarding risk and risk management. Drives the culture of risk management and sets the tone from the top on the level of risk to be accepted depending on different operational and organisational service delivery and priorities.
Norfolk Audit Committee	Oversees regular review of risks and risk management activities. The committee provides independent advice and recommendation to the Police & Crime Commissioner (PCC) and Chief Constable on the adequacy of the governance and risk management frameworks, the internal control environment and financial reporting thereby helping to ensure efficient and effective assurance arrangements are in place.
Suffolk Audit Committee	Considers and reviews the risk management arrangements of the Police & Crime Commissioner (PCC) and Chief Constable. The Committee provides independent advice and recommendations to the PCC and the Chief Constable on the adequacy of the governance and risk management frameworks, the internal control environment and financial reporting thereby helping to ensure efficient and effective assurance arrangements are in place.
Accountability and Performance Panel (Suffolk PCC)	Holds the Chief Constable to account and enables issues to be discussed and where appropriate make decisions in public. It reviews the Constabulary's strategic level risk register on a regular basis and ensures the Chief Constable maintains an appropriate risk management strategy policy for the Constabulary.

Organisational Board	Provides policy, oversight and review of risk management.
Managers	Should ensure officers and staff within their commands/departments are aware of and adhere to the risk management policy and foster a culture where risks can be identified, reviewed escalated and managed.
Officers and Staff	Adhere to the risk management policy and procedures and maintain an awareness of risk when undertaking everyday work. This should include the identification and referral of any new or emerging risks to an appropriate line manager and support for any activities put in place to mitigate risk.
Risk and Compliance Manager	Manages and oversees day to day risk management activities, continuously improving risk management policy, strategy, the supporting framework and guidance.
Internal Audit	Provides an independent, objective assessment of the effectiveness of the risk management and control processes operated by the Constabularies and ensures that internal audit activity is focussed on areas of key risk.