Maturity Risk Assessment Action Plan
Reference "Report into the Effectiveness of the Risk Management Framework for Yorke Peninsula Council" - Paladin Risk Management Services

ACTION #	SECTION	MATURITY ASSESSMENT CRITERIA	RECOMMENDATIONS	ACTION REQUIRED	RESPONSIBILITY	DUE DATE
1	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Integration of Risk Management into Strategic and Business Planning	Consideration be given to conducting a strategic risk workshop in order to gain more of an understanding of the nature and risk level of the strategic risks.	Present Strategic Risk Register to Council Workshop.		
2	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Integration of Risk Management into Strategic and Business Planning	Consideration be given to reviewing the format of the strategic risk register to include greater detail.	Review Strategic Risk Register.		
3	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Establishing the Risk Management Context	Consideration be given to developing objectives for the risk management program within Yorke Peninsula Council.	Develop Risk Management Framework and include objectives for risk management for YPC.		
4	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Establishing the Risk Management Context	Consideration be given to removing IT/Records from the consequence table.	Remove IT/Records from Consequence Table in Risk Management Framework.		
5	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Establishing the Risk Management Context	Consideration be given to developing a target level of risk matrix and authority for acceptance above risk level matrix.	Develop a target level risk matrix including a table with authority for acceptance above risk level matrix.		
6	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Establishing the Risk Management Context	Consideration be given to revising the consequence matrix in order to provide greater guidance for those assessing the level of consequence against identified risks.	Review the consequence matrix and include greater guidance for assessing the level of consequence against identified risks.		
7	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Establishing the Risk Management Context	Consideration be given to a complete review of the risk matrix for Yorke Peninsula Council so that it more appropriately reflects the context of the organisation.	Review the YPC risk matrix ensuring it reflects the context of Council.		
8	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Risk Governance	Consideration be given to incorporating a risk status report on the Agenda of each Audit Committee Meeting.	Once Operational Risk Register is completed, develop a reporting process for reporting significant/high risks and the progress on treatment plans for operational and strategic risks.		
9	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Linkages with Other Organisational Programs - Compliance Management	Consideration be given to undertaking a critical review of the current compliance management program within Yorke Peninsula Council to clearly identify the external compliance requirements.	Review YPC Compliance Register ensuring external compliance requirements are identified and listed.		
10	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Linkages with Other Organisational Programs	Consideration be given to clearly articulating the links between the performance framework and the risk program.	Ensure in the development of the Risk Framework it clearly defines the links between the framework and the risk programs.		
11	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Linkages with Other Organisational Programs	Consideration be given to review and, where required, enhance the current performance management framework.	Ensure in the development of the Risk Framework it clearly defines the performance management criteria.		
12	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Linkages with Other Organisational Programs	Consideration be given to a rollout of the BCP within Council as soon as possible.	Review current BCP and roll out to YPC Employees.		
13	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Training	Consideration be given to conducting a training needs analysis to gain a full understanding of the risk management training requirements across Yorke Peninsula Council.	Review TNA and identify risk management training for YPC Employees and Elected Members.		
14	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Training	Consideration be given to developing and delivering an Yorke Peninsula Council specific suite of risk courses to ensure all personnel have the necessary skills to undertake their risk management roles and responsibilities.	Identify Risk Management training needs for the different levels of risk management across council.		
15	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Measurement	That consideration be given to developing and maintaining a compliance auditing program against the policies listed in the Yorke Peninsula Council Risk Management Framework and the Performance Measures and Key Performance Indicators once developed.	Discuss and agree if Internal Audit can facilitate compliance auditing against the Risk Management documents as identified in the Risk Management Framework and KPIs once developed.		
16	Section 4 - Assessment against each Element of an Effective Risk Management Framework	Measurement	Consideration be given to undertaking regular (initially annual) maturity assessments of the risk management program within Yorke Peninsula Council.	Apply for budgeting for annual Risk Maturity Assessments.		
17	Section 5 - Risk Management Documentation	Risk Management Policy	Consideration be given to undertaking a review of the Yorke Peninsula Council Risk Management Policy.	Review Risk Management Policy.		
18	Section 5 - Risk Management Documentation	Risk Management Procedure	Consideration be given to undertaking a significant revision of the Yorke Peninsula Council Risk Procedure.	Review Risk Management Procedure.		
19	Section 5 - Risk Management Documentation	Summary	Consideration be given to standardising risk register formats.	Standardise format of all Risk Registers.		
20	Section 5 - Risk Management Documentation	Summary	Consideration be given to removing Inherent Risk from risk assessments.	Review Risk Assessment Tools ensuring inherent risks is removed.		
21	Section 6 – Application of Risk Management into Yorke Peninsula Council	Risk Identification	Consideration be given to conducting a complete review of the current risk register with a view to streamlining the risks and ensuring they are events and not causes or consequences (this is considered an immediate priority for Yorke Peninsula Council).	Develop plan to review and develop operational risk register.		
22	Section 6 – Application of Risk Management into Yorke Peninsula Council	Risk Identification	Consideration be given to developing more detail for the controls within Yorke Peninsula Council in order to ensure that more meaningful assessments of effectiveness can be made.	Ensure Controls in place are detailed and can provide assurance of the controls effectiveness.		
23	Section 6 – Application of Risk Management into Yorke Peninsula Council	Monitor and Review	Consideration be given to providing greater detail in relation to the monitor and review requirements in the Risk Management Procedure.	Ensure during the review of the Risk Management Procedure the monitor and review sections provide adequate detail to ensure requirements of these sections are clear and can be understood.		