

# RISK CHAMPIONS GROUP TERMS of REFERENCE (ToR)

2015/16



## Overview

The Risk Champion Group are a collective officer peer group who proactively support and challenge each other in the management of risk within each department, and who in conjunction with the Corporate Programme Office help embed and drive the approved risk management process within Cheshire Fire & Rescue Service.

### The main objectives of the group are:

- **Collective Voice:** To provide a point of contact for sharing and resolving risk management issues within CFRS and a strong and effective voice on behalf of risk practitioners within their local areas.
- **Sharing Knowledge:** To work together along with risk practitioners on learning about the importance of understanding and embedding effective risk management which includes sharing/collaborating on best practice. The champions are seen as a lynchpin in continually improving risk knowledge and skills across the organisation.
- **Risk Management Culture:** To articulate and communicate the value of risk management in the decision making process to senior officers; members; and staff within CFRS, and represent the interests of risk management practitioners at relevant working groups, forums and committees.
- **Check and Challenge:** To be an 'honest broker' to the group in relation to developing; reviewing; managing and monitoring local and thematic risk registers.

### Qualities of Risk Management Champions:

- The group are predominately at a senior level. They are decision-takers or able to influence decision-making.
- They have a good working knowledge of their departments; teams and business areas.
- They understand that risk management is part of good management and planning and not some tick box exercise.
- They proactively campaign and communicate the value of risk management.

## Membership

The Risk Management Champions Group will have one or two representatives from each of the following departments nominated by their Head of Department (HoD):

- Finance
- ICT
- Legal & Democratic Service
- Operational Policy & Assurance
- People Development
- Prevention and Protection
- Property Management
- Planning Performance & Communications
- Programmes & Projects
- Service Delivery
- A member of Corporate Programme Office (Chair)

## Frequency of Meetings

The group met monthly for the first year and meetings are now scheduled quarterly to link in with the timeline for Risk Management Board (RMB).

## Forward Plan

The group will develop their thematic work areas and forward plan on an annual basis which will be reviewed at every meeting. The forward plan will include any specific risk themes or opportunities that needs to be addressed or discussed and identify training needs and skills gaps that need to be developed.

## Reporting

Outcomes from the Risk Management Champions Group will be presented to RMB every six months and to Policy Committee annually.

Risk Champions will be required to provide verbal progress on their local and thematic area of expertise to the group when scheduled in the forward plan and from time to time may be requested to attend and present their thematic risk register to Risk Management Board (RMB).

*This may include:*

- Review of the red risks in their department and thematic risk registers
- Emerging risks and opportunities
- Communicate areas of best practice
- Any risks that have occurred and the learning outcomes
- Risk Management Training or workshop facilitation
- Project or Programme risks that might require escalation