

ANGUS COUNCIL

FINANCE AND INFORMATION TECHNOLOGY COMMITTEE – 28 January 2003

INSURANCE AND RISK MANAGEMENT SERVICE REVIEW

REPORT BY DIRECTOR OF FINANCE

ABSTRACT:

This report presents the recently completed service review of the Insurance and Risk Management function and Committee is asked to approve the Service Improvement Plan.

1. RECOMMENDATIONS

It is recommended that Committee approve the Service Improvement plan of the above review.

2. INTRODUCTION

This review was conducted as part of the Finance department programme of service reviews and has been completed in accordance with the Corporate Model. A copy of the full report is available in the Members' Lounge.

3. COMMENTARY

The Insurance and Risk Management function is responsible for managing the Council insurances which includes negotiation of insurance premiums, administration and handling of insurance claims and management of the insurance fund. In relation to risk management, the section provides advice in relation to day to day risk management issues and co-ordinates the operational risk management activities of the Council through a corporate risk management group.

Current and future developments in relation to Corporate Governance, the Local Code and the requirement for embedded Risk Management (Report 1313/02 to Angus Council refers) are the major areas which will impact on the service and they are discussed more fully in the service review report. The substantially rising costs of insurance covers and claims will also require to be kept under review in the context of the insured to self insured profile of current arrangements.

4. ASSESMENT OF PERFORMANCE

The Service Review report has assessed that the service provided is of an "acceptable standard" and concluded that the service is provided on an economic, efficient and effective basis.

5. SERVICE IMPROVEMENT PLAN

Recommendations arising from the review have been included in a Service Improvement Plan which is appended to this report.

6. FINANCIAL IMPLICATIONS

There are no financial implications arising directly as a result of this report.

7. CONSULTATION

The Chief Executive, Director of Law and Administration and Director of Education have been consulted in the preparation of this report.

Additionally, the full report has been considered and approved by the Council's Monitoring Group.

8. HUMAN RIGHTS

There are no direct Human Rights implications arising from the contents of this report.

D.S. Sawers
Director of Finance

NOTE: No background papers, as defined by Sections 50D of the Local Government (Scotland) Act 1973 were relied on to any material extent in preparing this report.

JW
8 January 2003

7 Service Improvement Plan

No.	Recommendation	Responsible Officer	Completion Date
1	Examine means of raising awareness of risk management generally, to both officers and members, and in particular in terms of the advice and funding available.	Audit, VFM & Risk Manager	March 2003
2	Introduce an improved system of reporting management information to departments, both in terms of quality of information and regularity of provision, on insurance and claims.	Risk Management Officer	December 2002
3	Consider the development of internal PIs based on the improved management information system developed.	Audit, VFM & Risk Manager & Risk Management Officer	December 2002
4	Consider reforming the Risk Management Group to ensure all departments of the Council are represented.	Director of Finance/ Audit, VFM & Risk Manager	March 2003
5	Review the risk management function in relation to the requirements of the document "Corporate Governance in Local Government".	Director of Finance/ Audit, VFM & Risk Manager	December 2002