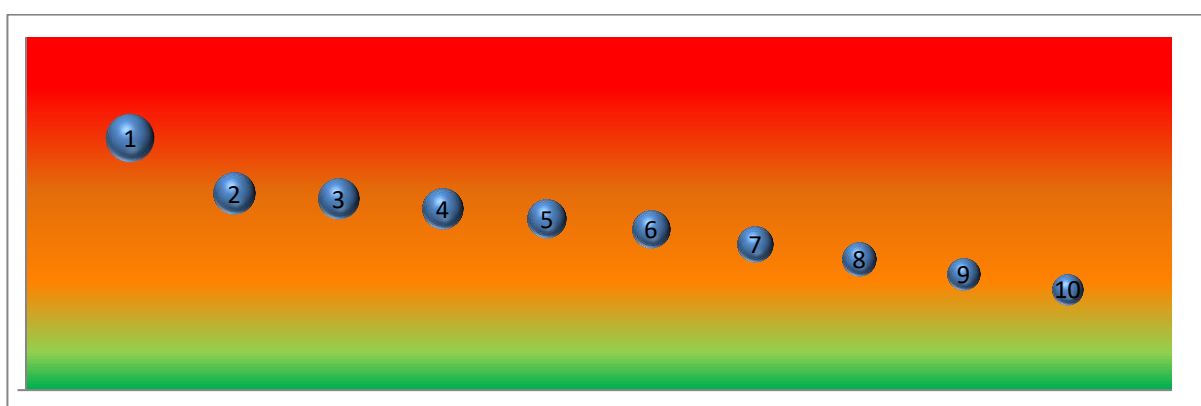


## Office Risk Report – February 2021

The Office has a risk management process in operation with a risk management committee (RMC) comprising the three directors of audit overseeing the process. The RMC meets every quarter and assesses progress in managing the risks recorded on the Office’s risk register and emerging risks.

As part of the risk management process within the Office, the RMC publishes the corporate risk register every quarter setting out the top 10 risks which are shown on a risk ‘heat map’. These are the ‘residual’ risks taking account of mitigating controls. Each risk has a summary explanation in the attached table. The RMC’s overall assessment of progress in managing the risks rated as ‘high’ is given in the ‘conclusions’ section.



	Rank	Risk
HIGH	1	Staff capacity may not be maximised due to processes and level of inexperienced staff
	2	Client capacity may negatively impact on their ability to facilitate audits
	3	Dilution of Office culture due to change in working environment
MEDIUM	4	Health and safety of staff due to prolonged working from home and more complex needs
	5	External stakeholders may view audit certification targets as not meeting their needs
	6	Ineffective ICT systems leading to inability to effectively operate or manage our business
	7	Disclosures made to the Office are not responded to appropriately
	8	Unlawful data release
	9	Non-compliance with regulatory (corporate) requirements
	10	Poor communication with clients leads to loss of confidence in the Office and/or failure to deliver its planned outputs in a timely manner

## **RMC conclusions**

The RMC reviewed progress being made in managing risks as outlined in the risk treatment actions. It also considered emerging risks. It noted that there were no risks reported on the Office's risk reporting system.

The RMC's overall conclusion in February 2021 is that *staff capacity may not be maximised due to processes and level of inexperienced staff* continues to be at high risk concern.