

USE OF JCAD CORE TO FACILITATE THE 3 LINES MODEL

JCAD CORE is a fully automated system allowing timely reviews of risks and controls:

- Reviews can be set against risks and controls in the same way.
- Settings will allow you to determine frequency of reviews.
- The system will send an automatic reminder email to the risk/control owners and will also set a visual alert on the system (red, green or amber).

Record Review Options

Allow Zero Record Review Period

Default Record Review Period

Max Record Review Period

Next Record Review Date Type

Complete Record reviews within x days (Green Alert)

Complete Record reviews within x days (Amber Alert)

Complete Record reviews within x days (Red Alert)

		Risk Ref	Assigned
→	🔔	AST0003	JCAD Ltd
→		OPS0008	JCAD Ltd

- The system can be set for reviews in one of three ways. Either, a free text box for a risk/control owner to add their comments:

The next review is due on 24 June 2024 and review is assigned to Sandra McGinnis. SAVE Review

Previous review summary
TEST

Please provide a review summary

Generate next review
This risk is scheduled for review every 1 month(s). A review reminder will be generated and will appear in your task list when this risk is due for review.

New Review Date
23/06/2024

Review Assigned To
Sandra McGinnis

SAVE Review

- Or a 'tick box' Assurance Statement:

Accept Assurance Statement

I certify that I have fully reviewed and updated the risk and it's associated control measures. (This includes a review of all control measures which have the status of 'Future', updating the implementation date for each future control to a future date or if it has been completed changing the status of the control measure to 'Existing' or 'Withdrawn').

- Or a drop down selection :

- Custom fields can be added to risks and controls. These can be free text boxes, dates, drop down selections or tick boxes. Up to 40 extra fields can be added to a record and up to 40 also to a control.

- The system allows for up to three mandatory dropdown selection boxes within each Risk record and this is normally where the category and/or classification would sit:


- Records can be linked across registers, across the organisation. Records can be linked to other records and/or controls and controls can be linked to other controls and/or records.

- Records can also be crosscut to other business departments, by way of escalation. The owner and business unit of the risk remains the same, but the record will show on the other business department's register for their information, but in *Italics*.

Crosscut Risks

select..

Low

Business Unit
Finance 

Include Descendant Records
 Include Withdrawn Records
 Include Crosscut Records
 Include Heatmap

Business Unit: Finance (FIN) (4 Records)

Drag a column here or [select columns](#) to Group By

	→	🔔	⚙️	Risk Ref	⚙️	Inherent Profile	⚙️	Residual Rating	↑ ↓	⚙️	Risk Type	⚙️	Category3	⚙️	Risk Title
→	→	🔔	⚙️	COMM0008	⚙️	🟡	⚙️	12		⚙️	Strategic	⚙️	Audit and Risk Committee	⚙️	Test for Approval
→	→	🔔	⚙️	CORP0012	⚙️	🟡	⚙️	9		⚙️	Unassigned	⚙️	Unassigned	⚙️	MASTER RISK FOR DYNAMIC CONTR
→	→	🔔	⚙️	COMM0010	⚙️	☐	⚙️	0		⚙️	Technological	⚙️	Audit and Risk Committee	⚙️	Test for apply constraints
→	→	🔔	⚙️	FIN0010	⚙️	☐	⚙️	0		⚙️	Operational	⚙️		⚙️	testtest

- Within the user set up, different users are allowed different access levels to different registers and different areas of the business :

User Groups

Risk Register

Cyber Register

Allow Review Notification Emails

View Only

Administrator

Power User

Area Manager

Manager

Record Owner

Control Owner


View Only


No Access

- There is an option extra field that can be turned on within a Control Measure record, to allow for further information about the control, or to add in the allocated resource details:

Control	
Test control	
Control Details	Control Resources

- Risk Appetite is a function that can be turned on or off within CORE 5. The calculation is automatically determined according to the settings (administration) and the Current/Residual rating of the risk:

Risk - AST0003 High - 16 ↗ 10 ▼	
	<p>The current risk rating is High (16) It is exceeding the expected appetite (6)</p>
	<p>Appetite Statement: (Low Risk 1-6) Appetite Statement: "Strategic Risks"</p>

Risk - I-ASC0001 Low - 4 ↘ 8 ▼	
	<p>The current risk rating is Low (4) It is the same as the expected appetite (4)</p>
	<p>Appetite Statement: (Avoid 1-4) Statement: "Safety & Safeguarding - Zero appetite"</p>

- Strategic objectives/Corporate Plan can be added to the register as a whole:

Business Unit Code	Strategic Objectives
Asset Management	select...
Risk Title	2 Simplifying and Strengthening our Business

- And/or different service objectives and business processes can be added to each business unit:

Service Objectives	Business Process
People and Places	Ensure Greener spaces within new development
Risk Title	Ensure Greener spaces within new development
TEST	Shop on every new development

- There are a number of different reports within the report library on Core which can be used for management and stakeholder reporting. Many of these reports are customisable, but here are a couple of examples:

Sandra's Demo
23 July 2024

Corporate Risk Register

Risk Ref	Business Unit	Rating	Risk Category	Category3	Risk Title	Cause	Consequence
ARCH0001	Archived	12	Political	Audit and Risk Committee	test	test	test
AST0002	Asset Management	4	Reputational	Audit and Risk Committee	:kjkj;kjkj		
AST0003	Asset Management	16	Reputational	Homes and Customer Experience Committee	TEST		
AST0004	Asset Management	1	Political	Unassigned	Test for Approvals		
AST0005	Asset Management	0	Unassigned	Unassigned	Cyber related risk		
AST0006	Asset Management	8	Economic	Homes and Customer Experience Committee	Old IT system breaks down and is unrepairable	Age of system, no backups done, never updated	Council's interna system fails
AST0007	Asset Management	5	Reputational	Investment Committee	Computer system fails completely	Old system, not updated	System failure throughout all services, reputational
BS0003	Ashford Community Centre	16	Unassigned	Unassigned	test		

Risk Assessment with Risk and Control Updates



Finance

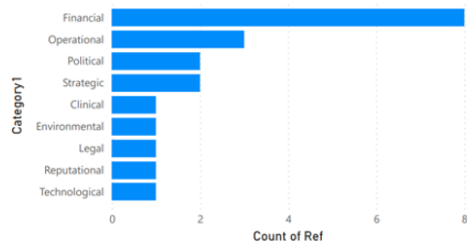
Description	Causes	Consequences	Current Assessment	Controlled Assessment	Next Review Date	Last Review Date	Days Overdue	Assigned To
FIN0009 Fluctuating costs due to financial factors	Foreign currency exchange rates Interest rates Fuel costs	Less competitive Less financial Stability impacting upon investors	Very low					
			3	0				
Type of risk Unassigned			Impact 1 Likelihood 3	Impact Likelihood	16/03/2024	16/03/2023	129	Hayley

Risk Review Update
Review Summary: Reviewed with team and mitigations are sufficient
Fluctuating to financial measures Updated on 21/06/2016 13:48:10

Control Measure	Control Review Update	Status	Cost to Date Est. Cost	% Complete	Days Overdue	Review Date	Control Owner
FIN0009/001 Stockpile fuel at cheaper rate	Review Summary: Review undertaken and assessment completed where appropriate. Updated on 08/10/2020 17:33:23	Control	£0 £0	0	1019	08/10/2021	Hayley

- JCAD CORE 5 also has an API licence which can be purchased to allow data to be extracted into a business reporting tool such as Power BI, to enable dashboard reporting:

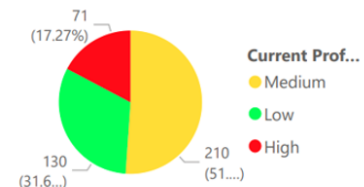
Count of Ref by Category 1



Service Level Risks

277

Count of Ref by Current Profile





- Documents such as policy and frameworks can be uploaded to the system for all users to see from the Dashboard:

6 - Client Demo Register (Administrator)

1 (Green), 1 (Yellow), 1 (Orange), 1 (Red)

Risks: 4
Response: 3

Due Actions

Risk Reviews: 0
Control Reviews: 1
Diary Events: 2
Document Store: 1

Document Store

Upload File

JCAD CORE v5.1x Administrator Guide (pdf)

- Documents can also be uploaded against a Risk Record and/or a Control Record:

Action Plan (1)

Due Date	Completed Date	Action	Party I
23/07/2024	23/07/2024	Imported Document	

ImportedDocument Diary Event

◀ Diary Event Details

Due Date

23/07/2024 ▾

Completed Date

23/07/2024 ▾

Relates to

Control: I-SM0002/001 - Test control

Assigned To

Sandra McGinnis

Party Involved

Details

Document

JCAD CORE v5.1x Administrator Guide.pdf