

Report to the Finance and Performance Management Cabinet Committee



**Epping Forest
District Council**

Report Reference: FPM-012-2015/16

Date of meeting: 17 September 2015

Portfolio: Finance

Subject: Risk Management – Corporate Risk Register

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Recommendations/Decisions Required:

- 1. To agree the updating of the Key dates within the Action Plan for Risk 1;**
- 2. To agree the updating of the Effectiveness of controls/actions for Risk 2;**
- 3. To agree the amended Key date for Risk 4;**
- 4. To agree the amended Required further management action and updated Key Date within Risk 5;**
- 5. To agree the amended Required further management action within Risk 6;**
- 6. To agree the amended Required further management action within Risk 7;**
- 7. To agree the amended Existing Control within Risk 8;**
- 8. To agree the updating of Existing Control and Required Further Management Action for Risk 9;**
- 9. To agree the additional Vulnerability and Trigger within Risk 10;**
- 10. To consider whether there are any new risks that are not on the current Corporate Risk Register; and**
- 11. To agree that the amended Corporate Risk Register be recommended to Cabinet for approval.**

Executive Summary:

The Corporate Risk Register has been considered by both the Risk Management Group on 27 August and Management Board on 2 September. These reviews identified amendments to the Corporate Risk Register.

Reasons for Proposed Decisions:

It is essential that the Corporate Risk Register is regularly reviewed and kept up to date.

Other Options for Action:

Members may suggest new risks for inclusion or changes to the scoring of existing risks.

Report:

1. The Corporate Risk Register was reviewed by the Risk Management Group on 27 August and Management Board on 2 September. A number of amendments have been identified and incorporated into the register (Appendix 1).
2. Risk 1 Local Plan – Key dates within the Action Plan have been updated to advise the current status, this includes the confirmation that the new staffing structure has been implemented.
3. Risk 2 Strategic Sites – The Effectiveness of controls/actions have been amended to advise the updated position for the key sites.
4. Risk 4 Finance Income – Key date has been amended to Autumn, when the outcome of the Comprehensive Spending Review will be available.
5. Risk 5 Economic Development – Recruitment of experienced staff has been removed from the required further management action as staff are now in post. The key date has been revised to January 2016 for the completion of the Economic Development Strategy.
6. Risk 6 Data / Information – The required further management action has been amended to advise the required implementation of a new system for handling Freedom of Information requests. The suitability to extend the use of the system for Data Protection will be considered after a further six months.
7. Risk 7 Business Continuity – The required further management action has been amended to include the need to arrange periodic testing and exercises.
8. Risk 8 Partnerships – The Existing Control has been updated to advise the structured reporting is to Select Committee rather than Scrutiny Panels.
9. Risk 9 Safeguarding – An additional Existing Control and required further management action have been added to advise the establishment of a Nursery Worker Accommodation Task Group and the need for an action plan for the group. Also within the existing Controls it is noted that the Safeguarding Strategy and Action Plan was adopted by Cabinet. An additional required further management action has been added to reflect the Cabinet decision to support a growth bid to make the Safeguarding posts permanent.
10. Risk 10 Housing Capital Finance – An additional Vulnerability and Trigger have been added should there be any legislative change which reduces income to the Housing Revenue Account (HRA).
11. Members are now asked to consider the attached updated Corporate Risk Register and whether the risks listed are scored appropriately and whether there are any additional risks that should be included.

Resource Implications:

No additional resource requirements.

Legal and Governance Implications:

The Corporate Risk Register is an important part of the Council's overall governance arrangements and that is why this Committee considers it on a regular basis.

Safer, Cleaner, Greener Implications:

None.

Consultation Undertaken:

The Risk Management Group and Management Board have been involved in the process.

Background Papers:

None.

Impact Assessments:Risk Management

If the Corporate Risk Register was not regularly reviewed and updated a risk that threatened the achievement of corporate objectives might either not be managed or be managed inappropriately.

Due Regard Record

This page shows **which groups of people are affected** by the subject of this report. It sets out **how they are affected** and how any **unlawful discrimination** they experience can be eliminated. It also includes information about how **access to the service(s)** subject to this report can be improved for the different groups of people; and how they can be assisted to **understand each other better** as a result of the subject of this report.

S149 Equality Act 2010 requires that due regard must be paid to this information when considering the subject of this report.

Date / Name	Summary of equality analysis
03/09/15 Director of Resources	The purpose of the report is to monitor corporate risks. It does not propose any change to the use of resources and so has no equalities implications.