

# **Report to the Council Housebuilding Cabinet Committee**



**Epping Forest  
District Council**

**Report reference: CHB-004-2019/20**

**Date of meeting: 18 June 2019**

**Portfolio: Housing and Property Services**

**Subject: Council Housebuilding Programme - Risk Register**

**Responsible Officer: M Rudgyard (01992 562363)**

**Democratic Services: J Leither (01992 564756)**

## **Recommendations/Decisions Required:**

**(1) That the contents of this paper on risk management in relation to the Council Housebuilding Programme be noted, and presented to the Cabinet in line with the Terms of Reference.**

## **Executive Summary:**

Attached at Appendix 1 to this report is the programme wide risk register associated with the Council's Housebuilding Programme, which is for review, commenting or noting as appropriate.

## **Reasons for Proposed Decision:**

The Council's Housebuilding Programme is a major undertaking, involving significant amounts of money and risks, it is essential that the Officer Project Team and the Cabinet Committee record, monitor and mitigate those risks.

## **Other Options for Action:**

(a) Not to have a Risk Register – but it would not be appropriate to contemplate such an option; and

(b) To request amendments to the format or content of the Programme-wide Risk Register.

## **Report:**

1. Since the Council's Housebuilding Programme is a major undertaking, involving significant amounts of money and risks, it is essential that the Officer Project Team and the Cabinet Committee record, monitor and mitigate those risks.
2. Pellings LLP, who are the Employers Agent appointed by the Council's Development Agent East Thames, produce and keep up to date the Risk Registers for the Housebuilding Programme.
3. Following approval by the Cabinet of individual developments and development packages, Pellings LLP produce and keep updated Risk Registers for each development/phase, which is monitored by the Project Team at Project Team Meetings.

4. In addition, a “Programme-wide” Risk Register, which is a “live document” for the Housebuilding Programme is also updated and monitored by the Cabinet Committee. The latest version is attached as an appendix to this report.

**Resource Implications:**

If risks are not properly identified or managed, it could result in additional costs to the Council, with the amounts dependent on the issue and its severity.

**Legal and Governance Implications:**

There is no legal requirement to have and maintain a Risk Register, but it is good governance practice to do so.

**Safer, Cleaner and Greener Implications:**

None.

**Consultation Undertaken:**

None.

**Background Papers:**

None.

**Risk Management:**

The purpose of the Risk Register is to record, monitor and mitigate risks.

**Equality Analysis:**

The Equality Act 2010 requires that the Public Sector Equality Duty is actively applied in decision-making. This means that the equality information provided to accompany this report is essential reading for all members involved in the consideration of this report. The equality information is provided at Appendix 2 to this report.