

**Report to the Council Housebuilding  
Cabinet Committee**



**Report reference:** CHB-006-2014/15  
**Date of meeting:** 21 August 2014

**Epping Forest  
District Council**

**Portfolio:** Housing

**Subject:** Council House-building Programme – Risk Register

**Responsible Officer:** P Pledger (01992 564248)  
Asst Director (Housing Property & Development)

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

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**Recommendations/Decisions Required:**

**That the Programme-wide Risk Register for the Council House-building Programme be noted.**

**Executive Summary:**

Attached as an appendix to this report is the project wide risk register associated with the Council's House-building 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 House-building 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 House-building 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

# 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.

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Within the Housing Service Strategy, it has been identified that the target groups that are affected by the Council's house building programme are people in need of:

- affordable housing,
- homelessness assistance,
- supported housing for special needs groups,
- owners and occupiers of poor condition housing
- council and housing association tenants.

From that, it was identified that generally, there is an under provision of suitable accommodation for nearly all target groups. This has been reaffirmed in the most recent Strategic Housing Market Assessment.

Decision making is affected by funding and other factors, such as the availability of building land suitable for particular groups e.g. the elderly or young families.

There is no evidence of unlawful discrimination in relation to the provision of affordable housing.