

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



**Epping Forest  
District Council**

**Report reference: CHB-013-2013/14**  
**Date of meeting: 04 February 2014**

**Portfolio: Housing – Cllr David Stallan**

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

**Responsible Officer: Paul Pledger, Assistant Director of Housing  
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## **Recommendations:**

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

## **Reasons for Proposed Decision:**

The Council's House-building 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. At its meeting in July 2013, the Council House-building Cabinet Committee considered the first iteration of the Risk Register prepared by East Thames. Since the Council's House-building 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.
3. Following approval by the Cabinet of individual developments and development packages, East Thames has, and will continue to produce and keep updated Risk Registers for each development/package, which will be monitored by the Project Team at Project Team Meetings.
4. In addition, it is appropriate to have a "Programme-wide" Risk Register, which is a "live document" for the House-building Programme. East Thames, and specifically Pellings LLP, who are the Architects and Employers Agent appointed by East Thames, have updated the Programme-wide Risk Register, taking account of comments made by Members at the last Cabinet Committee. The current Risk Register can be found at Appendix 1 of 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

**Impact Assessments:**

Risk Management

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

Equality and Diversity:

Did the initial assessment of the proposals contained in this report for relevance to the Council's general equality duties, reveal any potentially adverse equality implications? No

Where equality implications were identified through the initial assessment process, has a formal Equality Impact Assessment been undertaken? N/A

What equality implications were identified through the Equality Impact Assessment process?

N/A

How have the equality implications identified through the Equality Impact Assessment been addressed in this report in order to avoid discrimination against any particular group?

N/A