

Report to the Finance and Performance Management Cabinet Committee



Report Reference: FPM-027-2014/15

Date of meeting: 19 March 2015

**Epping Forest
District Council**

Portfolio: Finance

Subject: Risk Management – Corporate Risk Register

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Recommendations/Decisions Required:

- 1. To agree the updating of Key dates and an additional Required further management action within Risk 1;**
- 2. To agree the updating of the Effectiveness of controls/actions and the change in Risk Ownership to Derek Macnab for Risk 2;**
- 3. To agree the amended vulnerability and key date within Risk 4;**
- 4. To agree the updating of the Effectiveness of controls/actions and the change in Risk Ownership to Derek Macnab for Risk 5;**
- 5. To agree the additional Required further management action and the change of Risk Ownership to Colleen O'Boyle for Risk 6;**
- 6. To consider whether there are any new risks that are not on the current Corporate Risk Register;**
- 7. To agree the amended Corporate Risk Register be recommended for Cabinet approval.**
- 8. To consider and recommend the updated Risk Management Strategy and Policy Statement to Cabinet for adoption; and**
- 9. To note the updated Terms of Reference of the Risk Management Group.**

Executive Summary:

The Corporate Risk Register has been considered by both the Risk Management Group on 23 February and Management Board on 25 February. These reviews identified amendments to the Corporate Risk Register but no additional risks or scoring changes.

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 23 February and Management Board on 25 February 2015. A number of amendments have been identified and incorporated into the register (Appendix 1).
2. Risk 1 Local Plan – Key dates within the risk have been updated to reflect the current position. The consideration of hiring a PR firm to assist with the delivery of the next statutory consultation has been added as a Required further management action.
3. Risk 2 Strategic Sites – The Risk Owner has been amended from Colleen O’Boyle to Derek Macnab as this now falls within Neighbourhoods Directorate. The Effectiveness of controls/actions have also been updated for the identified sites to advise the progress to date.
4. Risk 4 Finance Income – The vulnerability has been amended due to the possible changes to government policy for New Homes Bonus and the local retention of NDR after the general election in May 2015. The key date has also been amended to 7 May 2015.
5. Risk 5 Economic Development – The Risk Owner has been amended from Colleen O’Boyle to Derek Macnab. The Effectiveness of controls/actions has been amended to advise that it is too early to establish the effectiveness of the new management and posts.
6. Risk 6 Data/Information – The Risk Owner has been amended from Bob Palmer to Colleen O’Boyle. Two additional Required further management actions have been added. These are the consideration for the purchase of a new system for handling Data Protection and Freedom of Information requests and that data sharing and fair processing notices be reviewed and standardised.
7. This Committee undertakes an annual review of the Risk Management Terms of Reference (appendix 2), Strategy (appendix 3) and Policy Statement (appendix 4). The review last year was on 20 March 2014, with subsequent Cabinet approval on 7 April 2014.
8. There are minor wording amendments to these documents to reflect the Directorate restructure.
9. 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.
10. Members are also asked to consider the proposed amendments to the corporate risk management documents.

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
6/01/15 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.