

REPORT TO AUDIT AND GOVERNANCE COMMITTEE

Date of Meeting: 11 March 2015

Report of: Corporate Manager (Policy, Communications and Community Engagement)

Title: Corporate Risk Register

Is this a Key Decision?

No

Is this an Executive or Council Function?

Risk Management is an important element of the Council's Code of Corporate Governance. Regular monitoring of the Council's corporate risks helps to ensure that the Council's business is conducted in accordance with the law and proper standards, that public money is safeguarded and properly accounted for and used economically, efficiently and effectively.

1. What is the report about?

- 1.1 The report advises the Committee of the Council's risk management progress and presents the updated Corporate Risk Register (Appendix A).

2. Recommendations:

- 2.1 That the Committee reviews the updated Corporate Risk Register.

3. Reasons for the recommendation:

- 3.1 To comply with the Council's Risk Management Policy which states that this Committee is responsible for monitoring the effectiveness of risk management throughout the Council and regularly reviewing the Corporate Risk Register.

4. What are the resource implications including non financial resources.

- 4.1 Assistant Directors, Corporate Managers and other officers, as appropriate, are asked to update the Corporate Risk Register on a quarterly basis. The register is also reviewed by the Chief Executive and Growth Director and the Deputy Chief Executive. This process is facilitated by the Policy, Communications and Community Engagement team.

5. Section 151 Officer comments:

- 5.1 Amongst the risks set out are a number of areas relating to finance. In the Section 151 Officer's opinion the resources and the mitigations in place and proposed, will reduce the risk to the Council.

6. What are the legal aspects?

- 6.1 None.

7. Monitoring Officer's comments:

- 7.1 This report raises no issues for the Monitoring Officer.

8. Report details:

- 8.1 The Corporate Risk Register provides details of those risks which could have a major impact on the city or the Council and need to be monitored and managed at a senior management/political level. Risks which could have an impact on a service, but which would not necessarily impact on a council-wide or city basis, are contained in the operational risk register and managed by Assistant Directors and Corporate Managers.

Assistant Directors, Corporate Managers, the Deputy Chief Executive and the Chief Executive and Growth Director have reviewed the Council's risks. The Corporate Risk Register has been updated to reflect this.

Removal of Risks

The following risks will be removed from the Corporate Risk Register:

13/032 – Back log of land charge searches

New Risks

Four new risks have been identified and these are highlighted on the Corporate Risk Register (see risks 13/039, 13/153, 13/46 and 13/47).

Risk Scores

Three risk scores have reduced from 'high' to 'medium' since the last reporting period due to mitigation measures which have been put in place (see risks 13/040, 13/009 and 13/0011). These risks are highlighted as such on the register and an explanation of the mitigation measures is also provided.

One risk has increased in score from 'medium' to 'high', as a result of a recent audit (see risk 13/006). Further explanation is provided on the register.

9. How does the decision contribute to the Council's Corporate Plan?

- 9.1 This decision helps to ensure the delivery of the Council's purpose 'Well Run Council'.

10. What risks are there and how can they be reduced?

- 10.1 Any risks should be captured in either this document or the operational risk register. However, as a result of the recent Audit of the Council's Risk Management Policy a number of recommendations have been made on how to improve the existing process and procedure. The main recommendations from the report are:

- To raise awareness across all staff of the risk management process and procedure
- To ensure that operational risks are captured from across all service areas

In response to these recommendations, it is proposed that an e-learning course is developed, for completion by all staff. The course will help staff to identify and report any risks from within their service area. Further work will also be undertaken to develop operational risk registers for every service area.

11. What is the impact of the decision on equality and diversity; health and wellbeing; safeguarding children, young people and vulnerable adults, community safety and the environment?

11.1 The decision to regularly review the Corporate Risk Register will ensure that any risks or issues identified under the above headings will be identified and managed at a senior level. Most of the risks contained within the Corporate Risk Register would have an impact on one or more of the headings identified above.

12. Are there any other options?

12.1 None.

Corporate Manager (Policy, Communications and Community Engagement)

Local Government (Access to Information) Act 1972 (as amended)

Background papers used in compiling this report:-

None

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