

# FAREHAM

## BOROUGH COUNCIL

### Report to Audit and Governance Committee

**Date**                    **10 March 2014**

**Report of:**            **Director of Regulatory and Democratic Services**

**Subject:**              **RISK MANAGEMENT PROGRESS REPORT**

#### **SUMMARY**

Version 3 of the Corporate Risk Register has been produced. There are now 31 risks on the register with one being added, and two being deleted and merged with others since last time. 14 of these have been assessed as medium risk and 17 as low risk, compared to 14 and 18 respectively in version 2 of the register.

#### **RECOMMENDATION**

That the Committee note the content of version 3 of the Corporate Risk Register attached as [Appendix A](#).

## INTRODUCTION

1. A report was presented to this committee in March 2013 launching the first version of the Corporate Risk Register produced under the new risk management framework.
2. Our policy is to update the register every 6 months. This report therefore presents version 3 of the register for member discussion.

## THE RISK ASSESSMENT PROCESS

3. The Council maintains a central risk directory which links the top corporate risks to second tier risks managed by Heads of Service and the corporate projects. The risk assessments of the second tier risks are all updated first as part of the risk assessment process. This includes the identification of any risks or projects that need to be added or removed.
4. Each corporate risk is assigned a Director as the risk manager. They use the information available from the Heads of Service risk assessments to help inform their latest assessment of the corporate risk. These are then given a risk assessment score from the scale High, Medium or Low.
5. The list of corporate risks then form the Corporate Risk Register which includes the risk assessment scores and the status update for each risk. The register is reported and challenged by the Chief Executive's Management Team before presentation to the Committee.
6. Once the register is finalised, the risks on the central risk directory are monitored at Departmental Management Team meetings and in individual performance meetings with managers. Any individual risks that give concern in that time are highlighted and escalated to the Chief Executive's Management Team.

## CHANGES TO THE CORPORATE RISKS

7. **List of Risks:** Version 3 of the Corporate Risk Register, as attached as [Appendix A](#), now consists of 31 generic risk themes. Since last reported there has been one risk added, two risks removed and merged with others, and one risk has had its short name amended. Changes are summarised below:

| Risk   | What has changed   |
|--|--|
| C34 Failure to progress Part 2 of the Local Plan (Development Sites & Policies Plan) to adoption, to provide a planning framework for the wider Borough (excluding Welborne) and allocate sites for housing, employment, and leisure uses. | <b>New Risk (Medium Risk)</b><br>This risk has been added to the register as the Plan is currently in its representation and government examination periods and will need to be effectively resourced.   |
| C30 Failure to deliver a customer focussed service (Low Risk)  | <b>Risk removed from register and amalgamated with another (Low Risk)</b><br>This has been deleted and amalgamated with <i>C15 Failure to communicate and engage effectively with the local community</i> . The two risks share similar issues and actions. The merged risk has been renamed as <i>Failure to communicate and engage effectively with the local community and deliver a customer focussed service</i> and assessed as Low Risk |

| Risk  | What has changed   |
|---|--|
| C33 Failure to deliver a new sheltered housing scheme at Collingwood House (Low Risk)       | <b>Risk removed from register and amalgamated with another (Low Risk)</b><br>This has been deleted and re-amalgamated with <i>C13 Failure to deliver and implement a programme of modernising and improving sheltered accommodation across the Borough</i> . These two risks, whilst split into two projects for ongoing review, share the same overall theme, and have been assessed as low risk.   |
| C18 Failure to make best use of existing technology in the way that services are delivered. | <b>Short name Amended</b><br>This risk has had its short name amended from ICT to Mobile Working to distinguish it from other IT related risks. This risk relates to mobile technology for the delivery of services. Other ICT related risks are covered under two other risks <i>C21 Inadequate arrangements in place to respond to a critical disruption</i> relating to ICT suppliers and data and <i>C22 Inadequate Governance and Systems of Control</i> relating to ICT and communications security and integrity. |

8. **Risk Assessments:** The Corporate Risk Register shows the latest risk assessment given to each corporate risk along with updated information on their status. There are still no risks assessed as High and there are 14 Medium risks and 17 Low risks, compared to 14 and 18 respectively in version 2 of the register. In addition to the changes above the risk assessment has been reduced for one risk as follows:

| Risk ref and short name   | Risk Manager   | Previous Score | Current Score | Reason   |
|---|----------------|----------------|---------------|--|
| Decreased   |                |                |               |  |
| C5 Failure to achieve proposed improvements for retail areas in the Borough | Richard Jolley | Medium         | Low           | In November retailer announced agreement to acquire lease at Lock Heath District centre mid-February 2014 and open by the end of March 2014. Planning application submitted for signage, shop fronts, and ancillary works by the retailer. |

## RISK ASSESSMENT

9. There are no significant risk considerations in relation to this report

## **CONCLUSION**

10. The revised Corporate Risk Register, attached as Appendix A, meets the requirements of the new Risk Management Policy adopted in 2012/13. The risks contained in the register will be managed and monitored by officers and the register updated in time for it to be reported to the meeting of the Committee in September 2014.

## **Appendices**

Appendix A - Corporate Risk Register (version 3) ([separate attachment](#))

**Background Papers:** None

## **Reference Papers:**

Report by the Director of Regulatory and Democratic Services to the Audit and Governance Committee on 24 September 2012 on the Risk Management Policy

## **Enquiries:**

For further information on this report please contact Elaine Hammell. (Ext 4344)