

# FAREHAM

## BOROUGH COUNCIL

### Report to Audit and Governance Committee

**Date**                    **22 September 2014**

**Report of:**            **Director of Finance and Resources**

**Subject:**              **CORPORATE RISK REGISTER UPDATE**

#### SUMMARY

Version 4 of the Corporate Risk Register has been produced. There are still 31 risks on the Register as one has been added, and one merged with another since last time. As in version 3 of the register, 14 of these have been assessed as medium risk and 17 as low risk. None have been assessed as high risk.

#### RECOMMENDATIONS

That the Committee note the content of version 4 of the Corporate Risk Register attached as [Appendix A](#).

That the Risk Management Policy is updated to assign the lead director responsibilities to the Director of Finance and Resources.

## 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 4 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 forms the Corporate Risk Register which includes the risk assessment scores and the latest status for each risk. The register is 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 can be highlighted and escalated to the Chief Executive's Management Team.

## CHANGES TO THE CORPORATE RISKS

7. **Risk Managers:** The risk managers assigned to the top and second tier risk have now been updated to reflect the new corporate structure.
8. **List of Risks:** Version 4 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, one risk merged with another, and two risks have had their names amended. Changes are summarised below:

Risk	What has changed
C35 Failure to deliver proposed provision of a Swimming Pool in the Western Wards	<b>New Risk (Medium Risk)</b> This risk has been added to the register to separately capture the Project Risk previously linked under C8 <i>Failure to deliver proposed community facilities at the Coldeast development site or alternative location</i> , in order to distinguish the Swimming Pool project from other community facilities. The new risk has been assessed as Medium Risk.
C31 Failure to meet Equality and Inclusion Standards (Low Risk)	<b>Risk removed from Register and amalgamated with another (Low Risk)</b> This risk has been deleted and amalgamated with C15 <i>Failure to communicate and engage effectively with the local community, and deliver a customer focussed service</i> . The two risks share similar issues and actions.

Risk	What has changed
	The merged risk has been assessed as Low Risk.
C 34 Failure to progress the planning framework for Fareham Borough (excluding Welborne)	<b>Name Amended</b> This risk has been renamed from <i>Local Plans - Failure to progress Part 2 of the Local Plan (Development Sites &amp; Policies Plan) to adoption, to provide a planning framework for the wider Borough (excluding Welborne) and allocate sites for housing, employment, and leisure uses</i> in order to simplify the name.
C14 Failure to tackle the underlying causes of deprivation in the Fareham Park area.	<b>Name Amended</b> This risk has had its short name amended from <i>Gateway to Fareham Park</i> to reflect latest common usage.

9. **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, as there were in version 3 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				
C21 Inadequate arrangements in place to respond to a critical disruption	Paul Doran	Medium	Low	Examples of live business continuity exercises indicate that the risk assessment now merits reduction.

## CHANGE NEEDED TO THE RISK MANAGEMENT POLICY

10. Due to the recent corporate restructure, the Risk Management Policy needs to be updated to move the following responsibilities from the Director of Regulatory and Democratic Services to the Director of Finance and Resources:
- Champion for Risk Management.
  - Promote employee compliance with the Risk Management Policy.
  - Provide an annual opinion on the adequacy of risk management arrangements.

## RISK ASSESSMENT

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

## CONCLUSION

12. 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 in between the next register update.

## **Appendices**

Appendix A - Corporate Risk Register (version 4) ([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 Alan Gerrard. (Ext 4347)