

Audit Committee

25 June 2015



Title	Corporate Risk Register		
Purpose of the report	To note		
Report Author	Head of Audit Partnership – Deanna Harris/Internal Audit Manager- Punita Talwar		
Cabinet Member	Councillor Tim Evans	Confidential	No
Corporate Priority	This item is not in the current list of Corporate priorities		
Cabinet Values	N/A		
Recommendations	That the Committee notes the report.		

1. Key issues

- 1.1 The Corporate Risk Register ensures key risks are identified, managed and monitored. Management Team has reviewed the Corporate Risk Register (**Appendix 1**).
- 1.2 Significant issues to report are:
 - (a) **Business Continuity** –Service business continuity plans remain out of date and have not been fully tested. This means that delivery of some key services could be disrupted in future. This risk is heightened with increased security/terrorist threats, further flooding predictions, loss of key staff and increased turnover. Support to Services to update and test their Business Continuity plans will be a priority under the new service delivery model (Applied Resilience) as advised by the Risk and Resilience Manager and the Deputy Chief Executive (Terry Collier) will be confirming target dates for completion. This model is also aimed at increasing resilience for both Emergency and Business Continuity Planning through the provision of additional resource.
 - (b) The Council's **Corporate Plan** and priorities may need to be reviewed as a result of the new Council. The impact on ongoing projects, resources and Service Planning will need to be assessed.
 - (c) **Delivery of the 'Towards a Sustainable Future' (TaSF) and providing financial resilience for the authority** – Projects are progressing and monitoring continues. There is scope to enhance high level overview of the three workstreams to ensure cohesion and coordination. The increased risk of turnover and low morale arising from organisational review/restructure is acknowledged by Management

Team. Human Resources have arranged training to support officers during the period of organisational change.

- (d) **Project management** – In addition to TaSF, there is a requirement to deliver approximately 26 other key Council projects. Management Team will need to continue to assess capacity to deliver as well as revenue implications prior to approving any new projects. Management Team also need to take measures to ensure that projects which have been outstanding for considerable time are completed and consequently removed from the Project register.
- (e) **Procurement and Contracts** - The contract agreement between Spelthorne and Applied Resilience for Emergency and Business Continuity Planning is being prepared by the Principal Solicitor. On completion it will be issued to Managers for consultation. Management Team have acknowledged that an officer will need to monitor this contract in due course to ensure satisfactory outcomes are being achieved.

2. Options analysis and proposal

Either:

- i. To note and accept the contents of the Corporate Risk Register. The revised register is considered to be an accurate reflection of the high level risks affecting the Authority, as well as the progress made on actions previously proposed, based on our assessment of risk and controls in operation. (**Preferred option**)

Or:

- ii. To recommend amendments to the Corporate Risk Register for consideration by the Corporate Risk Management Group.

3. Financial implications

Resources required (staff time) to implement actions proposed in the Corporate Risk Register should be contained within existing budgets.

4. Other considerations

The Corporate Risk Register covers a wide range of risks and associated consequences including financial losses, failure in service delivery, health and safety incidents, and reputational damage.

5. Timetable for implementation

The Corporate Risk Register shows officers responsible for progressing actions, together with timescales for implementation. The register is reviewed and updated quarterly by Audit Services.

Background papers: There are none.

Appendices: Appendix 1 – Corporate Risk Register