

**Classification:** Part 1 – Public

**Key Decision:** No

## **Gravesham Borough Council**

**Report to:** Finance and Audit Committee

**Date:** 18 November 2015

**Reporting officer:** Sarah Parfitt, Service Manager - Finance

**Subject:** Mid-Year Review of Corporate Risk Register 2015-16

### **Purpose and summary of report:**

To present Members of the Finance and Audit Committee with a half-year update of the Corporate Risk Register 2015-16 for consideration and review.

### **Recommendations:**

Members are requested to:

1. Note the progress made in managing or mitigating each of the items within the Corporate Risk Register 2015-16 at appendix three to this report.
2. Raise any concerns they have regarding progress against the items in the Risk Register, if required, in order for them to be raised at the next Cabinet meeting.
3. Discuss any risks that may need to be removed from or included in the Risk Register when it is reviewed, in order for these to be discussed with Cabinet.

## **1. Introduction**

- 1.1 The Finance and Audit Committee have a responsibility to *monitor the effective development and operation of risk management and corporate governance in the council*. This responsibility helps strengthen the council's risk management arrangements through closer monitoring of the management actions specified in the Corporate Risk Register and enhanced contribution to the development of the annual Corporate Risk Register.

## 2. Review of the Corporate Risk Register 2015-16

2.1 The current Corporate Risk Register, which was approved by Cabinet in February 2015, sets out five high level corporate risks facing the council. A copy of the register can be found at appendix two to this report. In developing the Corporate Risk register, officers identified a number of actions which would help them in either managing or mitigating the risk to the council. Appendix two sets out:

2.1.1 A **description** of the risk that is currently facing the council.

2.1.2 A summary of **action to mitigate risk**; this is a summary of actions the council has taken or is in the process of taking in order to mitigate or manage the risk facing the council.

2.1.3 A **period table** which shows the risk score at the end of each quarter along with the target setting out the intentions of the council in reducing the risk by the end of the financial year. The risks are based upon a scoring mechanism and any risk scoring 12 or above is classed as 'high risk', as set out in the risk matrix below:

**The Risk Matrix**

<b>LIKELIHOOD</b>	Very High	5	5	10	15	20
	High	4	4	8	12	16
	Medium	3	3	6	9	12
	Low	2	2	4	6	8
	Very Low	1	1	2	3	4
	<b>High Risk</b>		1	2	3	4
	<b>Medium Risk</b>		Negligible	Marginal	Serious	Critical
<b>Low Risk</b>						
<b>IMPACT</b>						

2.2 An update on activity taken by officers to manage or mitigate these risks is attached at appendix three to this report. Members are asked to review the update and discuss if further action is required to manage or mitigate the risks in the Register. Where Members feel appropriate action is not currently being taken, Members are asked to refer these concerns to Cabinet for further consideration.

### **3. Development of the 2016-17 Corporate Risk Register**

3.1 The development of the council's Corporate Risk Register for 2016-17 will commence in November 2015. As in previous years, Members play a key role in the development of the Corporate Risk Register, in particular identifying the strategic risks that the council is likely to face in the coming year.

3.2 Members of the Finance & Audit Committee are therefore asked to:

- Discuss the risks currently documented in the Corporate Risk Register.
- Propose any risks that should be considered for removal from the Corporate Risk Register as no longer needing to be included.
- Suggest any other risks that Members feel should be considered for inclusion in the Corporate Risk Register for 2016-17.

### **4. BACKGROUND PAPERS**

4.1 There are no background papers pertaining to this report.

**IMPLICATIONS**

**APPENDIX 1**

<p><b>Legal</b></p>	<p>There is a specific risk within the Register which highlights the potential issues associated with proposed legislative changes that may affect the council moving forward. Senior Management are being kept up to date with legislative change to ensure that they are able to be fully aware of potential changes proposed to assess how these may affect the council.</p>														
<p><b>Finance and Value for Money</b></p>	<p>There are no financial or value for money implications arising from the Corporate Risk Register itself.</p> <p>‘Ongoing Financial Viability of the Council’ is one of the key corporate risks identified within the Corporate Risk register and a specific update against this risk is included within appendix three.</p>														
<p><b>Risk Assessment</b></p>	<p>The regular review of strategic risks facing the council aids the council in managing risk effectively as a contribution to effective strategic decision-making. It is important that the council’s approach to risk is reviewed on a regular basis by both officers and Members to ensure new risks are identified and action being taken to mitigate existing risks is effective.</p>														
<p><b>Equality Impact Assessment</b></p>	<p><b>Screening for Equality Impacts</b></p> <table border="1" data-bbox="416 920 1514 1749"> <thead> <tr> <th data-bbox="416 920 783 987">Question</th> <th data-bbox="783 920 1145 987">Answer</th> <th data-bbox="1145 920 1514 987">Explanation</th> </tr> </thead> <tbody> <tr> <td data-bbox="416 987 783 1312"> <p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?</p> </td> <td data-bbox="783 987 1145 1312"> <p>No</p> </td> <td data-bbox="1145 987 1514 1312"> <p>The report sets out actions that have been taken to either manage or mitigate risks facing the council; the decision for Members does not have any negative impact on any of the equalities protected characteristics.</p> </td> </tr> <tr> <td data-bbox="416 1312 783 1563"> <p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?</p> </td> <td data-bbox="783 1312 1145 1563"> <p>N/A</p> </td> <td data-bbox="1145 1312 1514 1563"> <p>The decision being made does not have an equalities impact.</p> </td> </tr> <tr> <td data-bbox="416 1563 783 1749"> <p>c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?</p> </td> <td data-bbox="783 1563 1145 1749"> <p>N/A</p> </td> <td data-bbox="1145 1563 1514 1749"> <p>--</p> </td> </tr> </tbody> </table> <p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>			Question	Answer	Explanation	<p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?</p>	<p>No</p>	<p>The report sets out actions that have been taken to either manage or mitigate risks facing the council; the decision for Members does not have any negative impact on any of the equalities protected characteristics.</p>	<p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?</p>	<p>N/A</p>	<p>The decision being made does not have an equalities impact.</p>	<p>c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?</p>	<p>N/A</p>	<p>--</p>
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<p><b>Corporate Business Plan</b></p>	<p>Good risk management is a key aspect of the council’s overall governance arrangements, which support the delivery of all objectives within the Corporate Business Plan 2015-19 but particularly Strategic Objective Four – Sound and Self-Sufficient Council.</p>														

<b>IMPLICATIONS</b>		<b>APPENDIX 1</b>
<b>Crime and Disorder</b>	The risk of Crime and Disorder is considered in the annual review and development of the Corporate Risk Register.	