

Brentwood Borough Council - Operational Risk
Summary Risk Report

Significant Risk Exposure Changes

Risk No	Risk Description	Residual Risk Rating			Current Risk Rating			Movement	Risk Response/Update on action required
		Jan-16			May-16				
		*L	*I		*L	*I			
CS1	Key objectives not delivered due to capacity issues (e.g. Insufficient HR)	4	4	16	4	5	20	↑	COMMENT MAY 2016: Impact has increased as we are approaching crunch time for a number of projects to deliver this financial year. This is not to say it will occur, but if requirements increase suddenly on the resources capacity, which are already stretched, the ability to cover any further projects or areas will be too demanding. The impact would therefore be more significant as there is less time in the financial year to deliver the key objectives.
CS2	Up-to-date Constitution that is amended for legislative changes	3	3	9	2	3	6	↓	COMMENT MAY 2016: Draft Health Check Report received from Brevan Brittan. Amendments to be discussed with Phil Ruck and Members shortly.
HRB3	Failure to implement changes to Benefit rules and regulations in a timely manner	2	5	10	2	4	8	↓	COMMENT MAY 2016: The recruitment of a subsidy maximisation officer has taken place, with a starting date of 01/06/2016. Along with income maximisation, they will work closely with the Revenues & Benefits systems team and training officer to ensure that systems testing is undertaken and disseminated to all relevant persons, ensuring that any new legislation is applied correctly to both the Civica Open Revenues system and processing policies and procedures.
HRB5	Revs & Bens software conversion	2	5	10				CLOSED	COMMENT MAY 2016: Conversion has now been completed.
L1	Failure to deliver BBC events	4	5	20	4	3	12	↓	COMMENT MAY 2016: Revised Event Management Plans & Risk Assessments for 2016/17 events.
L4	Hutton Community Centre - lack of use of the centre	3	4	12	1	2	2	↓	COMMENT MAY 2016: Heads of Terms of lease agreed at PF&R in March 2016 to negotiate with HCC CIO for a new lease for up to 15 years. Agreed target of 30 June 2016 to handover.

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Risk Mitigation Plan Exception

Risk No	Risk Description	Action	Exception	Corrective Action Required

New Risks

Risk No	Risk Description	Likelihood	Impact	Owner	Impact Description
L5	Leisure Strategy - BLT	3	4	Partnership, Leisure & Funding Manager	Financial and reputational impact.
SS8	Pay and Display machines out of action	3	2	Parking Manager	Loss of revenue.

* L = Likelihood Rating (1 = Low, 5 = High)
* I = Impact Rating (1 = Low, 5 = High)