

BRENTWOOD BOROUGH COUNCIL STRATEGIC RISK REGISTER SUMMARY SHEET

Row No	Risk No	Risk Description	Residual Risk Rating			Residual Risk Rating			Residual Risk Rating			Current Risk Rating			Movement	Risk Response/Update on action required	Risk Owner
			Aug-14			Nov-14			Jan-15			Jun-15					
			*L	*I		*L	*I		*L	*I		*L	*I				
1	RSK5	Information Management and Security	3	5	15	3	5	15	3	5	15	3	5	15	↔	COMMENT NOV 14: Limited move forward. COMMENT JAN 15: Contact made with ICO to renew data protection registration (on going) and training due to be prepared and rolled out. COMMENT JUNE 15: Data protection registration has been renewed, expiring 8 February 2016. Training prepared and being rolled out.	Chris Potter
2	RSK10	Failure to spend Capital Receipts										3	5	15		NEW RISK COMMENT JUNE 15: Immediate action has been implemented to mitigate risk of delays to affordable housing development programme by instructing the asset management team to purchase 2 x 3 bedroom properties.	Helen Gregory
3	RSK1	Finance Pressures	3	4	12	3	4	12	3	4	12	3	4	12	↔	COMMENT NOV 14: Savings/Income Strategy required to underpin the MTFP. COMMENT JAN 15: Work is underway on the MTFP and will be concluded in March 2015. COMMENT JUNE 15: Savings options for 2016/17 and 2017/18 are being developed.	Chris Leslie
4	RSK2	Local Development Plan	3	4	12	3	4	12	3	4	12	3	4	12	↔	COMMENT NOV 14: Subject to Council approving the LDP consultation documents in December, the LDP is on track. COMMENT JAN 15: Consultation taking place, timetable on track. CIL timetable has been amended to co-incide with LDP. LDP timetable will need to be amended once the outcome of current consultation is known, particularly joint working with Basildon BC. COMMENT JUNE 15: Delivery dates for CIL and LDP changed in the light of further consultation on planning policies and a review of Council priorities.	Gordon Glenday
5	RSK4	Organisational Capacity	3	4	12	3	4	12	3	4	12	3	4	12	↔	COMMENT NOV 14: Develop a programme of service reviews. COMMENT JAN 15: Work has started within Housing, Revenues and Benefits. COMMENT JUNE 15: Work has commenced on the refreshed Corporate Plan. This will lead in turn to service plans which will clearly identify resource/capability issues.	Philip Ruck
6	RSK9	Lack of Strategic Direction	3	4	12	3	4	12	3	4	12	3	4	12	↔	COMMENT NOV 14: No change. COMMENT JAN 15: The long term vision will need to be developed alongside the MTFP. COMMENT JUNE 15: Work has commenced on the refreshed Corporate Plan. After consultation this will be presented to Full Council in Sept 2015.	Philip Ruck

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			*L	*I		*L	*I		*L	*I		*L	*I				
7	RSK3	Disaster Recover/Business Continuity	2	5	10	2	5	10	2	5	10	2	4	8	↓	COMMENT NOV 14: Updated BC and EP Workplans have been produced to identify all the arrangements needed to be put in place to mitigate failure in critical services. Over-arching and Service specific recovery plans are in development with all HoS. Resilience will be tested through planned scenarios. Business Continuity will be extended out to external businesses through the provision of key information. COMMENT JAN 15: An over-arching Business Continuity Plan has been produced for the Council as well as a Business Continuity template for all Services to prepare their own. These will be delivered by 31/03/2015. Resilience is to be tested through planned scenarios again by 31/03/2015. Battleboxes have been provided to all Services and there are back-ups at the depot. Business Continuity Plans contain information about what all battleboxes should contain. COMMENT JUNE 15: Updated BC and EP Workplans have been produced to identify all the arrangements needed to be put in place to mitigate failure in critical services. An Over-arching Business Continuity Plan has now been issued covering all Services and Service specific recovery plans are almost complete for all divisions except ICT and Parking which are in development. Resilience will be tested through planned scenarios once all Business Continuity Plans have been produced. Business Continuity will be extended out to external businesses through the provision of key information. Battleboxes have been provided to all Services and there are back-ups at the depot. Business Continuity Plans contain information about what all battleboxes should contain. Both staff and managers have been trained on Business Continuity and what their roles are. All staff have also been introduced to the Business Continuity Plans template.	Ashley Culverwell
8	RSK7	Commercial Activities	2	4	8	2	4	8	2	4	8	2	4	8	↔	COMMENT NOV 14: A task force group has been formed to review activities and address potential risks. COMMENT JAN 15: No change. COMMENT JUNE 15: Budegt approval has been granted for formation and work has commenced on the business case - the justification for the LATCO.	Philip Ruck
9	RSK8	Contract/Partnership Failure	2	4	8	2	4	8	2	4	8	2	4	8	↔	COMMENT NOV 14: New performance reports established and submitted to F&R committee. Continue to review approach and metrics. COMMENT JAN 15: No change. COMMENT JUNE 15: Metrics continue to be improved and SLAs introduced.	Philip Ruck
10	RSK6	Customer Access Strategy	2	5	10	2	5	10	2	5	10	1	4	4	↓	COMMENT NOV 14: Draft Customer Access Strategy to be reported to Finance & Resources Committee on 14 January 2015. COMMENT JAN 15: No change. COMMENT JUNE 15: Customer Access Strategy and Action Plan Approved by the Finance & Resources Committee on 14 January 2015.	Steve Summers

* L = Likelihood Rating (1 = Low, 5 = High)
 * I = Impact Rating (1 = Low, 5 = High)
 Maximum Score 5 x 5 = 25

1 Chris Leslie



2 Chris Potter





3 Steve Summers

4 Gordon Glenday

5 Ashley Culverwell

3 Philip Ruck
Helen Gregory