

BRENTWOOD BOROUGH COUNCIL STRATEGIC RISK REGISTER SUMMARY :

Row No	Risk No	Risk Description	Residual Risk Rating Jan-15		Residual Risk Rating Jun-15		Residual Risk Rating Aug-15		Current Risk Rating Oct-15		Movement	Risk Response/Update on action required	Risk Owner
			*L	*I	*L	*I	*L	*I	*L	*I			
1	RSK1	Finance Pressures	3	4	3	4	4	5	4	5	↔	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. COMMENT AUG 15: Increased risk due to recent announcements from central government and challenging savings targets. COMMENT OCT 15: MFTP for next two years drafted with budget setting deadline of 2 March 2016.	Chris Leslie
2	RSK11	Rollout of Universal Credit							4	5	20	NEW COMMENT OCT 15: Approximately 50% of residents will be affected by Universal Credit as they are in receipt of Housing Benefit. This will result in a loss of income to the HRA account.	Helen Gregory
3	RSK12	Extension of Right To Buy to registered provider tenants							4	5	20	NEW COMMENT OCT 15: RTB is being extended to Housing Association tenants. It is proposed that funding will be provided by the Local Authority from the sale of high value Council houses when they become vacant.	Helen Gregory
4	RSK2	Local Development Plan	3	4	3	4	3	4	3	5	15	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. COMMENT AUG 15: New Local Plan timetable agreed by Planning & Licencing Committee on 21 July 2015. COMMENT OCT 15: In light of increased Govt pressure to build more new homes, the need for an adopted Local Plan has become even more of a priority.	Gordon Glenday
2	RSK5	Information Management and Security	3	5	3	5	3	5	3	5	15	COMMENT JUNE 15: Data protection registration has been renewed, expiring 8 February 2016. Training prepared and being rolled out. COMMENT AUG 15: Induction training to new members was delivered on 17 June 2015. Further training being rolled out. Diarised dates in place for renewal of Council's Certificate of Registration & individual Councillor notification with ICO. COMMENT OCT 15: Officer training on 27 October 2015 on FOI. Further training planned. Reviewed FOI protocols.	Chris Potter

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3	RSK10	Failure to spend Capital Receipts	*L	*I	3	5	*L	*I	3	5	15	Helen Gregory
<p>NEW RISK</p> <p>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. COMMENT AUG 15: Delegated authority granted at 17 June 2015 Housing Committee for Officers to purchase two properties on the open market to meet the first expenditure deadline of the 15 September 2015. The properties should exchange/complete on the 11 September 2015. COMMENT OCT 15: Previous purchases were successful. Further acquisitions have been identified to meet the deadline.</p>												
5	RSK4	Organisational Capacity	3	4	3	4	3	4	3	4	12	Philip Ruck
<p>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. COMMENT AUG 15: The Corporate Plan is being refreshed with a public consultation. A restructure of CLB is currently underway. More regular sessions are being held with all teams to understand pressures. COMMENT OCT 15: With the agreement of the Council's Corporate Plan 2016-19, officers are now in a position to develop Service Plans which will incorporate detailed resource/structure plans.</p>												
6	RSK9	Lack of Strategic Direction	3	4	3	4	3	4	3	4	12	Philip Ruck
<p>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. COMMENT AUG 15: The refreshed Corporate Plan is in the latter stages of development. The HoPS is visiting all teams to advise on strategic roadmap. COMMENT OCT 15: The approval of the Corporate Plan 2016-2019 will vastly reduce this risk.</p>												
7	RSK13	Failure to deliver key Corporate Projects							2	5	10	Phil Ruck
<p>NEW</p>												

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8	RSK3	Disaster Recovery/Business Continuity	2	5	2	4	2	4	2	4	8	8	↔	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, with the exception of ICT and Parking which are in development. Resilience will be tested through planned scenarios once all Business Continuity Plans have been produced. Both staff and managers have been trained on Business Continuity and what their roles are. Business Continuity will be extended out to external businesses through the provision of key information. COMMENT AUG 15: ICT to provide a Disaster Recovery Plan, once this has been produced testing will take place. Exercises to test resilience of Gold Command & Emergency Planning arranged for 22/10/2015. COMMENT OCT 15: Gold Officer Training took place on 22/10/2015. Five officers also attended the ERF Strategic Briefing on 08/10/2015 & 09/11/2015 at Essex Fire & Rescue Services HQ. ICT still need to provide a Disaster Recovery Plan.	Ashley Culverwell
9	RSK7	Commercial Activities	2	4	2	4	2	4	2	4	8	8	↔	COMMENT JAN 15: No change. COMMENT JUNE 15: Budget approval has been granted for formation and work has commenced on the business case - the justification for the LATCO. COMMENT AUG 15: The focus on commercial activities continues with a review of alternative delivery models that might not necessitate the formation of a LATCo. COMMENT OCT 15: The organisation is currently identifying key areas of involvement.	Philip Ruck
10	RSK8	Contract/Partnership Failure	2	4	2	4	2	4	2	4	8	8	↔	COMMENT JAN 15: No change. COMMENT JUNE 15: Metrics continue to be improved and SLAs introduced. COMMENT AUG 15: As per previous report we continue to re-inforce metrics and understanding of key drivers for BBC. COMMENT OCT 15: This is ongoing and there are no changes to report.	Philip Ruck

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