

Forest Heath District Council

**PERFORMANCE AND
AUDIT SCRUTINY
COMMITTEE**

31 JULY 2014

PAS14/041

(This report is not a key decision. This report has been subject to appropriate notice of publication under the Council's Access to Information Rules).

Report of the Head of Resources and Performance

WEST SUFFOLK STRATEGIC RISK REGISTER – JUNE 2014

1. Summary and reasons for recommendation

- 1.1 The development of the single management and service structure across Forest Heath and St Edmundsbury has seen considerable similarity between the risk registers of the respective councils.
- 1.2 At its July meeting the Risk Management Group considered a new risk register and risk management toolkit for West Suffolk. For each risk, the Group considered the Inherent Risks, the risk level prior to any mitigating actions being taken, and the Residual Risk following actions put in place to reduce the risk. These assessments form an integral part of the West Suffolk Strategic Risk Register at **Appendix 1**.

2. Recommendation

- 2.1 Members are invited to scrutinise the West Suffolk Strategic Risk Register at Appendix 1 and West Suffolk Risk Management Toolkit at Appendix 2 and to refer any major issues requiring attention to the Cabinet.

Contact details

Name
Title

Telephone
E-mail

Portfolio holder

Cllr Stephen Edwards
Resources, Governance &
Performance

01638 660158

stephen.edwards@forest-heath.gov.uk

Lead officer

Rachael Mann
Head of Resources & Performance
01638 719245

rachael.mann@westsuffolk.gov.uk

3. How will the recommendations help us meet our strategic priorities?

- 3.1 The West Suffolk Strategic Plan for 2014-2016, adopted by both Councils in February 2014, includes three key priority areas supported by a range of actions to deliver specific outcomes.
- 3.2 The West Suffolk Strategic Risk Register identifies and records the level of risk associated with delivering the Councils plans alongside meeting its statutory responsibilities and the organisation's overall ability to respond to change. Through assessment of risk and the likelihood and impact of potential failure to meet these challenges, the level of controls and, where necessary, action required is identified and implemented.

4. Key issues

- 4.1 The development of the single management and service structure across Forest Heath and St Edmundsbury has seen considerable similarity between the risk registers of the respective councils.
- 4.2 At its July meeting the Risk Management Group considered a new risk register and risk management toolkit for West Suffolk. For each risk, the Group considered the Inherent Risks, the risk level prior to any mitigating actions being taken, and the Residual Risk following actions put in place to reduce the risk. These assessments form an integral part of the West Suffolk Strategic Risk Register at **Appendix 1**.
- 4.3 The group used the newly developed West Suffolk Risk Management Toolkit contained at **Appendix 2** to assess each of the risks identified in Appendix 1. Part of this assessment includes the consideration of the summary of actions in place to address the individual risks. Where Residual Risk levels are lower than the Inherent Risk assessment, action is either being taken or planned in order to treat the risk and meet the target.
- 4.4 The West Suffolk Strategic Risk Register will be updated regularly by the Risk Management Group. The Group is comprised of service representatives, including Health and Safety, supported by a Director and the Portfolio Holders for Resources and Performance. Heads of Service may be required to provide further information as requested by the Group.

5. Other options considered

- 5.1 Not applicable.

6. Community impact

6.1 Crime and disorder impact *(including Section 17 of the Crime and Disorder Act 1998)*

- 6.1.1 None.

6.2 Diversity and equality impact *(including the findings of the Equality Impact Assessment)*

- 6.2.1 None.

6.3 **Sustainability impact** *(including completing a Sustainability Impact Assessment)*

6.3.1 None.

6.4 **Other impact** *(any other impacts affecting this report)*

6.4.1 None.

7. **Consultation** *(what consultation has been undertaken, and what were the outcomes?)*

7.1 Not applicable.

8. **Financial and resource implications** *(including asset management implications)*

8.1 There are no direct financial or budget implications arising from this report. Specific risks associated with finance and resources are included in the Strategic Risk Register at Appendix 1.

9. **Risk/opportunity assessment** *(potential hazards or opportunities affecting corporate, service or project objectives)*

Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
See individual assessments against each risk as detailed in Appendix 1			

10. **Legal and policy implications**

10.1 There are no legal implications from this report.

11. **Wards affected**

11.1 All.

12. **Background papers**

12.1 None.

13. **Documents attached**

13.1 Appendix 1 – West Suffolk Strategic Risk Register June 2014
Appendix 2 – West Suffolk Risk Management Toolkit