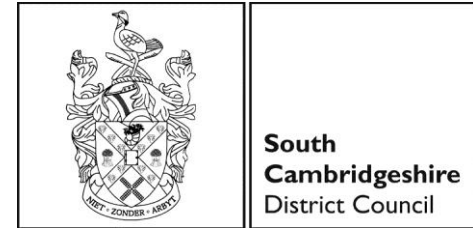


**Appendix C
Strategic Risk Action Plans
December 2007**



No: 1 **Delivering the Medium Term Financial Strategy**
 Owned by: Chief Executive
 Risk scores: Current: A1; Target: B2 (initially)

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
The Medium Term Financial Strategy (MTFS) was approved by the Council in October 2007.	The MTFS will be reviewed again in February 2008, or earlier if there is a material change in circumstances.	Review the MTFS and implement necessary amendments.	Chief Executive	As per MTFS timetable	February 2008
A Strategic Financial Diagnostic review has been undertaken (funded by DCLG) to advise the Council on its medium term financial planning.		Implement appropriate outcomes from diagnostic review.	ditto	ditto	ditto
		Investigate possible sources of external funding.	EMT	ditto	To feed in to MTFS
		Investigate opportunities to achieve further savings and efficiencies in service areas.	Service managers	ditto	ditto

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
Budgetary control	Each of these are adequate in themselves, but the financial constraints and the growth demands on the authority mean that even these together, if achievable, will not be completely effective in enabling the authority to continue to maintain a balanced budget.		Budget holders	In line with MTFS, estimates etc timetables	Ongoing
"Gershon" cashable efficiency savings exercise		Identification and implementation of savings proposals to meet the targets included in the MTFS.	Corporate managers	ditto	ditto
Management of growth etc bids		Maintaining growth spending within identified values.	Corporate managers	ditto	Ongoing

No: 2	Equalities
Owned by:	Chief Executive / Improvement Manager / Corporate Manager – Policy, Performance & Partnerships
Risk scores:	Current: B2; Target: C3

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
<p>The authority has already adopted and implemented various equalities policies.</p> <p>Relevant officers are aware of equalities legislation and are preparing appropriate policies and procedures for adoption and implementation.</p>	<p>Officers are not always specialists in particular equalities matters.</p> <p>Capacity is tight to (a) prepare and implement new policies and procedures; and (b) assist with surveys etc.</p>	Adopt and implement policies and procedures re forthcoming equalities legislation	Lead officers	Monthly	Due dates
		Forward planning to include identification of future equalities issues and assessment of their impact	Chief Executive/ Corporate Manager - Policy, Performance & Partnerships, as appropriate	In line with: Forward plan	In line with: Forward plan
		Relevant service plans to include such items	Service managers	Service plans	Service plans
		Relevant officers to attend appropriate briefing and training on equalities issues	Relevant service managers	When relevant	When relevant
		Relevant officers to seek advice on best practice etc from competent authorities	ditto	ditto	ditto

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
A follow-up service planning workshop was held in November 2007 to ensure that the 2008/09 service plans include issues on equalities.		Advice to corporate managers re wording of service plans	Corporate Manager - Policy, Performance & Partnerships	Service plans	Service plans
		Equalities training for Members	Policy & Performance Review manager	N/a	8 January 2008
A report went to Senior Management Team on single status and ongoing work.	Work is in hand to address any issues arising regarding single status.				
Disabilities Panel established with disabled groups to comment on relevant aspects of planning applications.	Panel meeting regularly; applications going to it for consideration; some appropriate amendments already achieved.				

No: 3 **Better Regulation Agenda**
 Owned by: Corporate Manager – Health & Environmental Services
 Risk scores: Current: C1; Target: C1

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
07/08 Service plan reviewed in light of Rogers Review on the 5 national priorities for local regulators. Alcohol licensing, food safety, health & safety and air quality already considered priority area. Approved and published enforcement policy	Improvement areas has emphasis in the priority areas of air quality, food safety, and health & safety. Educational awareness raising to ensure compliance area for improvement	Develop further partnership arrangements with the Health & Safety Executive for a Virtual Health & Safety approach to H&S compliance and enforcement in the District.	Corporate Manager - Health & Environmental Services	As per signed MoU	March 2008
		In line with the Hampton principles, review and amend policies, codes, procedures and guidance within regulatory services with Environmental Health.	CM HES, PEHO, Environmental Services Manager and team leaders	As per requirements of LBRO	As per guidance timetable
		Develop risk-based approaches to regulatory compliance work including nuisance/complaint work.	PEHO, Environmental Services manager, CM H&ES	As per requirements of LBRO	As per legislative timetable
		Redraft enforcement policy to reflect Statutory Regulators Compliance code	CM H&ES	As required by code of practice	As per legislative timetable

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
		As a member of a regulatory partnership of authorities in Cambs, take part in Phase II of the Retail Enforcement Pilot being undertaken by the Cabinet Office.	Food Control & Health & Safety team leader	As per Cabinet Office Business plan	As per LBRO timetable
		Set up a Business Stakeholder Forum for S Cambs on regulatory matters within Health & Environmental Services scope using the Council's consultants under the framework contract.	Environmental Health Officer (Public Health Specialist)	Annual	March 2008

No: 5 **Pandemic 'flu**
 Owned by: Corporate Manager – Health & Environmental Services
 Risk scores: Current: A4; Target: A4

Action/controls already in place	Adequacy of action/control to address risk	Required management action/control	Responsibility for action	Review frequency	Key dates
Avian 'flu risk assessment	National alert system	Continue to monitor through website and pandemic 'flu coordinators meeting	Corporate Manager - Health & Environmental Services	Six-monthly	Production of service plans
Pandemic 'flu risk assessment	ditto	ditto	CM-HES		
Annex to business continuity plan agreed		Implementation of any actions resulting	CM-HES/ Health & Safety Adviser		In line with recommended timescales