

## SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

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REPORT TO: Leader and Cabinet

27 June 2013

AUTHOR/S: Executive Director (Corporate Services)

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### STRATEGIC RISK REGISTER 2013/14: QUARTER 1

#### Purpose

1. The purpose of this report is to enable the Corporate & Customer Services Portfolio Holder to perform the quarterly review and approval of the Strategic Risk Register.
2. This is not a key decision but it has been brought to this meeting because the Corporate & Customer Services Portfolio Holder has been designated as the lead executive Member for risk management, with responsibility for management of the strategic risks facing the Council.
3. In future, this will form part of the quarterly financial and performance monitoring report; however, on this occasion, the performance report went to Cabinet on 3 June 2013 and the financial report elsewhere on the agenda for this meeting is for the 2012/13 provisional outturn figures – the quarterly review of the Strategic Risk Register doesn't quite fit with that and so it has been brought as a separate report.

#### Recommendation

4. That the Corporate & Customer Services Portfolio Holder approves the Strategic Risk Register attached at **Appendix A** and Matrix attached at **Appendix B**.

#### Reasons for Recommendation

5. The Strategic Risk Register and Matrix forms the record of corporate risks the Council currently faces in the delivery of services and the achievement of strategic aims, together with control measures to address / sources of assurance over the risks.

#### Background

6. The Corporate & Customer Services Portfolio Holder as the designated lead executive Member for risk management, has responsibility for management of the strategic risks facing the Council and reviews the Strategic Risk Register quarterly.
7. Corporate Governance Committee monitors the portfolio holder's review and approval of the Strategic Risk Register on an annual basis.

#### Considerations

8. The Strategic Risk Register has been reviewed with the nominated risk owners and other members of EMT. Changes proposed to risk descriptions, control measures / sources of assurance or timescales to progress are highlighted in the draft Strategic Risk Register, attached as Appendix A. Risks have also been realigned to the new "Three 'A's", i.e. to relevant 2013/14 Council Action(s). Particular risks to note are:
  - (a) **STR24, HRA Business Plan**: The Housing Director has amended the Likelihood score of this risk from 2 (Unlikely) to 3 (Possible) in line with the

Housing risk register reviewed by EMT last month; this takes the risk above the Council's risk tolerance line and turns it temporarily Red (see table under paragraph 7 below for explanation).

- (b) **STR12, Supported Housing:** The Housing Director has amended the Impact score of this risk from 2 (Low) to 3 (Medium) as we are going into a tender process, again in line with the Housing risk register reviewed by EMT last month; this turns the risk temporarily Amber (again, see table under paragraph 7 below for explanation).
- (c) **STR03, Illegal Traveller encampments or developments:** Planning Committee resolved to approve applications for 55 pitches in April 2013. If these are all delivered, the District will have exceeded its target number of sites (98 against target of 85). The Director of Planning and New Communities has suggested that the Likelihood score of this risk be reduced from 3 (Possible) to 2 (Unlikely); this brings the risk below the Council's risk tolerance line.

9. The draft Strategic Risk Register at Appendix A enables movement in strategic risk scores to be monitored, where Red / Amber / Green means:

	<i>for risks previously above the Council's risk tolerance line</i>	<i>for risks previously below the Council's risk tolerance line</i>
Red:	• the score has increased	• the score has increased to above the line
Amber:	• the score has not changed, or has decreased but stays above the line	• the score has increased but stays below the line
Green:	• the score has decreased to below the line	• the score has not changed, or has decreased

10. At his meeting on 18 October 2012, the Corporate and Customer Services Portfolio Holder agreed that the Strategic Risk Registers reported to EMT and himself should only show risks with a combined score of 5 or more. There are currently two such risks, STR16 Depot size, and STR21 Keeping up with technology development, both with a score of 4.
11. The draft Strategic Risk Matrix, attached at Appendix B, shows risk Impact and Likelihood scores in tabular format. The Appendix also shows greyed out, those areas where risk scores are considered to be relatively minor in nature.

### Options

12. In reviewing the Strategic Risk Register CorVu report and Matrix (paragraphs 7 to 10 and Appendices A and B), the Corporate & Customer Services Portfolio Holder could:
- (a) add to, delete from, or make other changes to risks, in terms of either the title or detail of the risks or control measures / sources of assurance;
  - (b) alter the assessment of risks, in terms of either their impact or likelihood.

### Implications

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Financial, Legal, Staffing	There are no immediate financial, legal or staffing implications resulting from this report. Some control measures may have financial, legal or staffing implications; if so, these will be considered separately.
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Risk Management	Risk management is undertaken regularly in order to minimise the possibility of the Council being adversely affected should either an unforeseen risk arise or an assessed risk not be properly planned for.
Equality and Diversity	The Council's risk management process has no inherent equality and diversity implications; however, Equalities is included as a risk area on the Strategic Risk Register.
Equality Impact Assessment completed	No Not applicable, as this is a report about a quarterly review, rather than a new or updated strategy, policy or procedure.
Climate Change	The Council's risk management process has no inherent climate change implications; however, Climate Change Adaptation is included as a risk area on the Strategic Risk Register.

### Consultations

14. Risk owners and members of EMT have been consulted regarding various aspects of this report; their responses have been reflected in paragraph 7 above and in the draft Strategic Risk Register and Matrix attached as Appendices A and B.
15. There will be liaison with officers as appropriate regarding the implementation of decisions made by the Corporate & Customer Services Portfolio Holder regarding this report.

#### Consultation with Children and Young People

16. There has been no consultation with children and young people regarding this report.

#### Effect on Strategic Aims

17. The proposals in this report relate to the Council's strategic aim of delivering first class services and value for money:
  - (a) they contribute to the Council's corporate governance responsibilities;
  - (b) they also ensure that strategic risks involved in the delivery of the Council's Corporate Plan and in meeting the Strategic Aims are identified and managed.

### Conclusions / Summary

18. Appendices A and B represent the draft Strategic Risk Register and Matrix resulting from the consultations.
19. The quarterly review of the Strategic Risk Register enables the Council to manage its strategic risks to an acceptable level.

**Background Papers:** the following background papers were used in the preparation of this report:

None unpublished

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