

Coventry City Council – Corporate Risk Register

Risk Ref	Risk Owner		Last Updated	
001 – Finance	Executive Director of Resources		November 2016	
Risk Description: Inability to deliver a balanced budget in the short and medium term.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Robust arrangements are in place to oversee the Council's annual budget setting process. The financial planning process includes an early assessment of likely resource pressures and there is a defined consultation period to support the budget setting process. The budget is updated as new information is known and in response to any relevant internal and external factors. This analysis is also used to inform actions required to balance the budget. The outcome of the process in terms of an agreed budget is then approved by Full Council in February each year.	February 2017 (Budget Report)	<p>Consultation will begin on budget proposals for 2017/18 at the end of November. It is anticipated that a balanced budget position for the next 3 year period can be achieved provided specifically identified savings targets are delivered. Final proposals will be considered by Cabinet and Council in February 2017.</p> <p>The 2016/17 Local Government Finance Settlement provided for Local Authorities to accept a 4 year settlement which should ensure that future resource levels do not change significantly within this time period.</p>	Assistant Director Finance	Green
A rigorous structure exists to oversee the budgetary control process from budget setting through to monitoring, oversight and scrutiny. This includes input and oversight by Directorate Management Teams, Strategic Management Board, Cabinet and Audit Committee. These arrangements along with specific project / programme boards also oversee the delivery of agreed savings.	On-going	<p>A robust budgetary control time-line is being adhered to driven by formal reporting deadlines. This includes specific steps which require sign off within Directorate management teams.</p> <p>Earlier reporting and the availability of live budgetary control forecasting have been achieved through the implementation of the Agresso financial system.</p> <p>Officer based monitoring arrangements are established to ensure that both corporate and service specific savings targets have appropriate structures to deliver their required financial targets.</p>	Assistant Director Finance	Amber
Issues should be identified at an early stage allowing time for corrective action to be undertaken to address the financial concern identified. These are formally reported through the regular Revenue and Capital Monitoring Reports during the year.	On-going	The main areas of concern remain in social care. The issues are well rehearsed and various improvement projects and plans are being developed to reduce budgetary pressures in this area. Medium term budget plans take account of the likely profile of ongoing expenditure pressures in these areas.	Assistant Director Finance	Amber

To ensure there is an effective consultation process around proposals outlined in the Pre-Budget Report.	On-going	<p>The proposals in the 2017/18 Pre-Budget Report will be subject to public consultation over an 8 week period during which individual meetings will be held with stakeholders with whom we have a statutory requirement to consult.</p> <p>In addition the consultation will have a significant profile on the City Council's website and social media platforms to encourage as wide an engagement as possible.</p>	Assistant Director Finance	Green

Risk Ref	Risk Owner		Last Updated	
002 – Arena Coventry Limited / Coventry City Football Club	Assistant Director Finance		November 2016	
Risk Description: The outcome of legal action by the owners of the football club results in a significant financial and reputational impact to the Council.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Appropriate arrangements are put in place to defend the legal action being taken against the Council by the owners of the football club.	On-going	<p>The Judicial Review claim against the Council was dismissed in the High Court in June 2014. The appellants eventually won the right to appeal the decision at the Court of Appeal which was heard on the 3rd and 4th of February 2016. That appeal was also dismissed. The appellants are now seeking permission to appeal to the Supreme Court and a decision on whether that appeal will be allowed is awaited.</p> <p>A subsequent application for a new Judicial Review relating to the sale of ACL to Wasps Holdings Ltd is stayed pending the outcome of the first JR as many of the issues, including state aid, overlap. Council has appointed a legal specialist in state aid and administrative law to represent the Council in court and significant officer time has been invested in support of the legal process.</p>	Assistant Director Finance	Amber

Risk Ref	Risk Owner			Last Updated
003 - ICT Infrastructure and Change	Executive Director, Resources			November 2016
<p>Risk Description: The major programme of on-going developments and implementation of a Digital strategy is not implemented successfully and causes the following risks to the Council: (1) additional financial pressures (2) significant disruption to the day to day running of the Council both in the implementation phase as a result of continuing to operate with ageing systems in the meantime and an on-going basis, (3) does not underpin the Council's transformation programme and associated new ways of working. (4) infrastructure and systems are not resilient to enable business continuity and data security as the Council becomes more heavily reliant on ICT. (5) Moving to a Digital approach to delivering services offers greater opportunity for Cyber-attacks.</p>				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Develop and obtain political approval and managerial buy in to an all encompassing Digital Coventry strategy	March 2017	Strategy drafted. Task and Finish Group input help. Political Cabinet during November and Cabinet approval following that. Digital Skills Strategy to complement this being prepared by HR	Assistant Director	Green
To review our provision for ICT Cyber security and the methods employed to protect our networks from Cyber-attack. To ensure that any attacks against the Council's ICT network can be defended and impact minimised	Sept 2016	An update on current cyber security arrangements has is being provided to Audit Committee in February 2016. A security audit of our current Cloud presence is underway, and this will provide an action plan for improvements.	Head of ICT Infrastructure & Operations	Amber
To continue to review disaster recovery arrangements both within ICT and with Directorates to ensure that the impact of any disruption can be managed and any disruption minimised	On-going	Regular updates are provided to Audit committee on DR provision. Work is in progress to test the DR provision for each key line of business system. Regular external audits are carried out to review the DR arrangements.	Head of ICT Infrastructure & Operations	Amber
To agree a programme of audit / peer review work to gain assurance around the efficacy of arrangements in place.	On-going	A plan of ICT audits has been agreed for 2015 – 2017, and this is underway. Regular meetings are held with Internal Audit to ensure the plan meets the ongoing needs.	Assistant Director ICT, Transformation and Customer Services	Green
Robust contract and supplier management.	On-going	Significant work in year to improve our approach to supplier management including regular supplier meetings and working with procurement. Going forward we need to explore our approach to supporting ICT with more dedicated procurement resource and expertise, including opportunities across the WMCA area to enable us to more closely monitor this area of significant spend	Head of ICT Infrastructure & Operations /Head of ICT Strategy, Systems and Development	Amber

		proactively, particularly with pressures on ICT spend post Brexit and as we rely more on digital tools		
Develop and periodically review Corporate and Directorate ICT strategies, roadmaps and technology catalogues to ensure technology is kept up to date and maintains a sufficient level of capacity to support increased, or change, of use.	On-going	Corporate roadmap has been refined; this will be reflected in directorate strategies and continually reviewed moving forward. Individual ICT projects are subject to change management and appropriate project management arrangements.	Head of ICT Strategy, Systems and Development	Green
Dedicated support and approach to the Council's kickstart programme – with the democratic centre and Friargate moves the next key milestones	Summer 2017		Head of ICT Infrastructure & Operations	

Risk Ref	Risk Owner	Last Updated		
005 – Workforce Strategy	Executive Director, Resources	November 2016		
Risk Description: The organisation fails to develop its workforce to reflect the way it needs to operate in the future.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
To develop a governance structure to oversee the 'Future Workforce Programme'.	Completed	A governance structure has been developed and the following governance structure is in place; A Culture Change New Ways of Working Project Board and a Future Workforce Programme Board. In addition governance arrangements are also in place for the five project/teams which form the 'Future Workforce Programme'	Head of Workforce Transformation	
To develop a Workforce Strategy to support the future needs of the organisation.	On-going	A draft Workforce Development model has been produced which covers 4 key themes; The Best Possible Workforce, Inspirational & Effective Leadership, A Great Place to Work and Delivering in Partnership.	Head of Workforce Transformation	Green
To develop an action plan to support the implementation of the Workforce Strategy and 'Future Workforce Programme'.	On-going	Action Plan in place for the 'Future Workforce Programme, action plan being scoped and considered for the Workforce Strategy	Head of Workforce Transformation	Amber
Routine monitoring reports to be produced and considered by the Programme / Project Board on a timely basis.	Future Workforce Bi-Monthly Lead Meetings	Bi-monthly Future Workforce programme level meetings held with lead representatives (or substitute) from each of the five project teams attending & providing an update on progress in relation to their respective project. Meetings also provide an opportunity for all project leads to have a good understanding of how each respective project is progressing and aligning themselves with other projects within the Kickstart work-stream. Updates are also fed up to the HR & Culture Change Board and SMB as & when required.	Head of Workforce Transformation	Green
Effective risk management arrangements are in place to oversee the Future Workforce Programme'.	HR & CC Programme Level Monthly Highlight Reports	Risk is monitored at programme level (HR & CC) by S Reynolds. There are 6 key areas of risk identified & monitored, those are – Strategy; Communicating Change; Employee Engagement; Senior & Middle management do not support the change; Lack of regular and effective engagement with Trade Unions; Lack of appropriately skilled resource to lead/complete & deliver projects.	Head of Workforce Transformation	Green

Risk Ref	Risk Owner		Last Updated	
006 – Adult Social Care	Executive Director People		November 2016	
Risk Description: Unable to meet the needs with the resources available				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Revised customer journey to contribute to overall efficiency savings through a number of identified opportunities.	On-going	<p>An All Age Disability Team, Telecare service and a Resource Allocation System (FACE) are now in place however, more needs to be done to enable Adult Services to operate within the resources available.</p> <p>In order to ensure we are operating an effective ‘front door’ work is underway to implement an on-line self-assessment tool to enable more effective identification of eligible needs. In addition to this plans are being developed to co-locate social care staff within the customer contact centre to provide a greater level of professional support and advice for people when they first contact the City Council.</p> <p>The City Council has also been successful to securing support through the ‘digital challenge’ which will enable us to develop our approach to using new technology to support people through adult social care.</p>	Director of Adult Services	Amber
Implementation of the Better Care Fund projects.	On-going	<p>Implementation of projects identified in the 2015/16 submission have been progressed and for the 2016/17 submission a revised set of projects will be undertaken incorporating the ongoing health transformation programme.</p> <p>Any proposals will consider financial efficiencies that can be achieved through such opportunities.</p>	Director of Adult Services	Amber
Engagement and consultation processes are sufficiently resourced and robust	On-going	Where formal consultation is required this will be undertaken in a proportionate manner with appropriate capacity to ensure that any risk of a successful challenge are mitigated.	Director of Adult Services	Green

<p>To continue to focus on identifying new transformation / saving proposals across Adult Social Care to assist the People Directorate deliver savings targets.</p>	<p>On-going</p>	<p>Adult Social Care has been the subject of a Peer Challenge in February 2016 and has participated in a regional project on Use of Resources. Both of these have identified areas where further change can be progressed in order to both improve outcomes and deliver savings.</p> <p>For the areas identified further plans to deliver savings will be produced and implemented.</p>	<p>Director of Adult Services</p>	<p>Amber</p>
<p>To work with the social care market to ensure services are sustainable and any changes are managed with minimal impact on service users.</p>	<p>On-going</p>	<p>Fee levels are being reviewed to reflect the impact of the National Living Wage rise for 2017/18. Individual providers have been engaged to understand and risk assess issues that exist that may threaten sustainability. Market engagement is ongoing to inform the Council's refreshed Market Position Statement for 2017</p> <p>A provider contingency plan is in place that is used in instances of provider failure and has recently been tested due to the closure of a residential home for older people and the withdrawal of a home support provider from City Council business.</p>	<p>Director of Adult Services</p>	<p>Amber</p>

Risk Ref	Risk Owner		Last Updated	
007 – Safeguarding / Protecting Vulnerable Adults, Children and Families	Executive Director People		November 2016	
Risk Description: A child, young person or vulnerable adult experiences abuse or neglect leading to significant harm or death and the Council and its statutory partners or commissioned services are deemed to have failed to safeguard or protect.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Implement learning and action plans from Serious Case Reviews similar reviews concerning both adults and children.	On-going	On-going work in this area to progress learning from SCRs. For every review undertaken and each sub group of the Boards have a work plan to include assurance of the recommendations from SCRs as they are completed.	Director of Adult Services Director of Children's Services	Amber – processes still developing
Re-invigoration of quality assurance framework around social work cases in all teams within children's services	On-going	Revised Quality Assurance Framework in place. Robust performance information developed. New audit tools developed with increased level of audit activity. Recent children's and adult's peer reviews included a sample audit of cases to inform learning. Other quality activity is underway through the Practice Improvement Forum and workforce development.	Director of Children's Services	Green
Introduction of use of Care Director for the recording of Safeguarding adults processes and progress to facilitate better monitoring of cases and capacity to performance monitor	Ongoing	Care Director is now being used to record safeguarding activity. Performance monitoring will be established as a result of this.	Director of Adult Services	Amber – processes still developing
Awareness raising for all Council employees of signs and indicators of risk to children, young people and vulnerable adults.	On-going	Safeguarding training is part of mandatory training. Information through training to all staff advising of what to do if concerned about a child or adult at risk of harm or abuse. All staff have been reminded directly by e mail from the Executive Director, People of the importance of updating their training. Remains Ongoing - Posters disseminated to reinforce the responsibilities of staff to protect children and young people at risk of abuse. Safeguarding Boards annual conferences and events to raise awareness across all agencies and promote prevention and protection of children, young people and vulnerable adults.	Director of Adult Services Director of Children's Services	Amber – not possible to be sure everyone has attended training

<p>To ensure that the impact of any proposed changes in service delivery specifically consider the risk in relation to safeguarding.</p>	<p>On-going</p>	<p>Explicit consideration of safeguarding implications as part of any change process or proposal, e.g. changes to IT systems.</p> <p>Explicit consideration of risk in relation to safeguarding to form part of decision making on change proposals brought forward by the people directorate</p>	<p>Executive Director</p>	<p>Green</p>
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Risk Ref	Risk Owner		Last Updated	
008 – Ofsted Improvement Notice	Executive Director People		November 2016	
Risk Description: The Council fails to make the necessary improvements as defined in the Improvement Notice issued by Ofsted in June 2014.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Governance structure via the Children’s Services Improvement Board	Completed	Improvement Board in place with refreshed governance from Autumn 2015. New Independent Chair and refreshed focus on quality from June 2016.	Executive Director	Green
Development of a detailed Improvement Plan.	Completed	Progress against Improvement Plan reported to each Improvement Board. Actions completed have been removed to ensure that focus remains on actions that need to be taken forward. Plan has been refreshed with new IB chair.	Executive Director	Green
Additional financial investment to support challenges in Children’s Service.	On-going	Investment made and additional staffing recruited. Workforce Strategy revised and new recruitment campaign launched February 2016. Review of current investment has informed financial and service planning predicated on service redesign and LAC strategy.	Executive Director	Amber
Regular progress reports assessing progress.	On-going	Progress reports are in place to Improvement Board and regular updates are made to Scrutiny Board and to full Council. Cross party member seminar on progress held in March 2016.	Director of Children’s Services	Green
Independent Assurance over action taken.	On-going	A level of assurance is provided by the independent chair and DfE advisor. DfE review in February 2016 with next planned for November 2016. Most recent LGA peer review undertaken in October 2015.	Executive Director	Green
Wider communication to stakeholders around progress made in implementing the Improvement Plan.	On-going	Communications are in place. Partners are fully engaged in Improvement Board and in the Operational group. A bulletin is produced for them to share within their organisations. Refreshed communications strategy in place with new senior leadership team. Regular children’s services newsletter and blog from the Director of Children’s Services. Lead Member, DCS and Executive Director, People are undertaking visits to the frontline.	Improvement Board	Green

Continue to embed improvements in quality of practice	On-going	Increased audit activity to improve consistency and quality of practice. 'Signs of Safety' launched, Recording & Supervision Policy revised and comprehensive Learning & Development programme in place. Relentless focus on consistency and quality of practice aligned to delivery of workforce strategy are top priorities for the service.	Director of Children's Services	Amber

Risk Ref	Risk Owner		Last Updated	
009 – Coventry fails to provide a high quality education for its children	Executive Director People		November 2016	
Risk Description: Coventry school(s) goes into Requires Improvement or serious weaknesses/special measures or is otherwise proven to be inadequate.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
Continued focus and support on underachieving groups.	On-going	Challenge and support processes are in place to narrow gaps in attainment for under-achieving groups, particularly Looked After Children (LAC), disadvantaged pupils , pupils with special education needs/disability (SEND), and White British. Where there has been a decrease in performance in summer 2016, targeted work through the school-to-school support model is being undertaken, monitored and evaluated to ensure this does not become a trend.	Director of Education	Amber
A revised Primary School Improvement Strategy is implemented.	On-going	Over the last three years the primary school improvement strategy has had a significant impact upon the percentage of pupils attending good and outstanding schools. Currently (November 2016) 94% of children attend a good or outstanding school compared to 90% nationally and there are no primary schools in Special Measures. Following an evaluation of the strengths of the previous strategy a revised strategy has been developed for implementation from September 2016. Summary changes include: <ul style="list-style-type: none"> • Revised school improvement network groups • New categorisation of schools Stronger school-to-school support system including action planning and quality assurance monitoring	Director of Education	Amber
The new system-led model of secondary school improvement is embedded.	On-going	.At the end of 2015-16 there was an improvement in all GCSE measures and an increase in the number of pupils attending good or better secondary schools. However, further improvement is still required. From September 2016 secondary headteachers have focused on embedding the successes of the previous year (2015-16) including: <ul style="list-style-type: none"> • stronger partnership working • school-to-school support groupings (Collectives) driving school improvement • quality assurance monitoring of the impact of support • an overarching secondary school improvement board chaired by the Director of Education that ratifies the funding allocation and brokers school-to-school support. 	Director of Education	Amber

Risk Ref	Risk Owner		Last Updated	
010 – Kickstart - Move to Friargate	Executive Director, Place		November 2016	
Risk Description: The Council’s move to new offices is not delivered either on time or within budget.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
To put in place effective governance structure to oversee the infrastructure developments (e.g. build of new of new office environments, bridge deck, accommodation, decommissioning) as part of the Kickstart Programme.	Completed	<p>A governance structure has been put in place to oversee the Kickstart Programme. This includes:</p> <ul style="list-style-type: none"> • A Programme Board – Strategic Management Board • Progress Board • Programme Team plus designated leads around key objectives (e.g. finance, property, legal ICT) <p>The Accommodation & FM project, accountable for the delivery of our new offices at Friargate has its own Board and project team that includes Kickstart’s overall Programme Manager</p>	Kickstart Programme Manager	Green
A robust plan is in place to help ensure all the inter-related projects are delivered on time to ensure the Council moves to new offices at Friargate.	On-going	<p>Regular team and board meetings, centrally coordinated, to ensure awareness across the entire programme.</p> <p>Periodic engagement with key stakeholder groups, both internal and external, to streamline decision making process and avoid disputes.</p> <p>Main risks currently concern the installation of Heatline to serve the wider Friargate development. A contract between Friargate LLP & Engie is required and the Kickstart team with senior representatives from across the Place Directorate are helping to facilitate and drive negotiations forward.</p> <p>Also, given the increased construction activity around the train station (forecourt; masterplan; access etc.) the risk of interface clashes is increased and so site-wide coordination is key. Currently being managed through a Place Directorate Board, dedicated to the more prominent developments in the City of which this matter</p>	<p>Kickstart Programme Manager</p> <p>AD – City Centre and Development Services</p> <p>AD – Planning, Transport & Highways</p>	Amber

		is one		
Effective project management arrangements (including risk management) are in place to oversee the delivery of the key built environment projects within the Kickstart Programme.	On-going	<p>Programme and project risk registers periodically updated and shared with board and SMB.,</p> <p>Weekly sessions with project manager cohort help ensure programme-wide awareness of dependencies and key dates etc.</p>	Kickstart Programme Manager	Green
Routine monitoring reports to be produced and considered by the Programme Board on a timely basis	On-going	<p>Continuing as originally planned. Reports, both on informal and formal basis are circulated to entire team to maximise awareness of programme progress.</p> <p>Decision-making is via respective project boards; programme board and SMB – depending on impact of decision.</p>	Kickstart Programme Manager	Green
Effective management of the disposal of existing property estate up to and including the move to Friargate	On-going	<p>Regular involvement with property teams across the Place directorate to ensure the buildings we will no longer need are marketed in adequate time to minimise the overlap of void properties.</p> <p>As teams begin to migrate to the city centre our suburban estate will shrink accordingly – and Commercial Property Management are working closely with the Kickstart team to build a forward plan.</p> <p>Progress so far: Civic Centre estate now sold to Coventry University. Christchurch & Spire House empty and demolition underway to enable the construction of the new sports and leisure centre.</p>	Kickstart Programme Manager	Green

Risk Ref	Risk Owner		Last Updated	
011 – Friargate Business District	Executive Director, Place		November 2016	
Risk Description: Failure to attract businesses to move to the Friargate Business District.				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
GVA have been appointed by Friargate LLP to act in securing tenants for the other buildings	Current through to completion of the scheme	GVA are engaging with potential tenants although a more comprehensive marketing programme is not anticipated until the Key Route is in and the Council building is commenced The template brochure is now in circulation.	AD – City Centre and Development Services	Amber
The collaboration agreement allows for a Project board meeting to update the council not less than every 3 months	Current through to completion of the scheme	Friargate currently have regular monthly marketing meetings and the Council attends those. In addition to this there are regular Project Board meetings.	AD – City Centre and Development Services	Green
The council will where it can and it is appropriate, jointly promote the scheme and introduce potential tenants and occupiers to Friargate LLP	Current through to completion of the scheme	This is occurring currently	AD – City Centre and Development Services	Green

Risk Ref	Risk Owner		Last Updated	
012 – Provision of SEN Transport	Executive Director People		November 2016	
<p>Risk Description: The Council continues to implement, without revision its current SEND policy for the provision of home to school transport for children and young people age 2 - 19 Lead</p>				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
<p>The SEND strategy focuses on enablement. The project plan falls within the Governance of the SEND Board, which secures the engagement of all stakeholder groups. Elected Members have agreed to support the pre-consultation process. A detailed analysis of activity and costs has been completed which will inform the impact assessment</p>	On-going	<p>The Council's financial strategy includes an assumption of significant cost reduction, which is wholly deliverable in 2017/18 but will be compromised in 2016/17.</p> <p>Cost reductions are being achieved through increasing independent travel training, tighter monitoring of personal transport budgets and reductions in some taxi and minibus usage. The new travel assistance policy is out for public consultation, ending 13th January 2017, with cabinet decision due 7th March 2017. If approved this will have a positive impact on costs.</p>	Director of Education	Amber

Risk Ref	Risk Owner		Last Updated	
013 – Creation of a Combined Authority for the West Midlands and agreement (or not) of a Devolution Deal	Chief Executive		November 2016	
<p>Risk Description: Alongside the considerable opportunities to fast-track economic growth and public sector reform that the formation of the Combined Authority brings – sit financial, organisational, legal, reputational and political risks. A risk register has been completed at a WMCA level but it is essential that the risks are understood by Coventry – as a City Council and as a City and mitigation plans put in place. Given the magnitude of this change a detailed analysis will need to be carried out as the Combined Authority develops and a comprehensive specific risk assessment produced.</p>				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
<ol style="list-style-type: none"> 1. Ensure consultation & engagement at WMCA level on the scheme to include the Directly Elected Metro Mayor meets the statutory requirements and reduces the risk of judicial review challenge. 2. The overall financial implications on CCC's budget and medium term financial strategy of local contributions to Treasury's additional £36.5 million annual revenue contribution. 3. Create detailed delivery plans for phasing of £150million capital expenditure on Friargate & City Centre South. 4. Agree human resourcing plan of key CCC officers to both support & shape the creation of the WMCA and ensure delivery of the devolution deal. 	On-going	<ol style="list-style-type: none"> 1 Complete. 2 The Finance Directors of member Authorities are working collectively with the WMCA Section 151 Officer to agree a financial strategy and mechanisms which are needed to underpin the CA investment programme. This will also be informed by central government's CA Finance Order. 3 Report submitted to the CA Board to seek approval for £98.5m for City Centre South development. 4 CCC officers are actively engaged as required in the creation of the CA and the delivery of devolution. 	Chief Executive	Amber

Risk Ref	Risk Owner	Last Updated		
014 – Information Governance	Chief Executive	November 2016		
<p>Risk Description: The Council manages a significant amount of personal data and information in the delivery of services using a range of systems and media. With data held in a vast array of places and in varying formats it becomes susceptible to loss, misuse, inadvertent release and breach of privacy. These risks are increased by the growing use of electronic transfer and management of information (including the use of the Government Public Sharing Network). The Council is exposed to financial penalties, sanctions and reputational damage.</p>				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
<ol style="list-style-type: none"> 1. Strategic ownership. 2. Implement a Council wide training programme 3. Review of ICT security, practice and procedures. 4. Review of PSN access 5. Specialist team to oversee FOI/DPA 	On-going	<ul style="list-style-type: none"> • IG Strategy Group has Corporate oversight. • Comprehensive training programme: IG Handbook, 'Don't Gamble with Data' module, • IG part of the regular compulsory mandatory training. • Information Asset Register and list of Asset owners compiled. Recruitment of a 'Records Manager' planned • Compliance with PSN requirements. • IS 270001 Accreditation 	Legal Services Manager	Amber

Risk Ref	Risk Owner		Last Updated	
015 Historic Abuse Investigations	Chief Executive		November 2016	
Risk Description: There is a risk that any ongoing police investigations and their requirements for support from the Council into historic child abuse will impact on the Council in respect of its operations and its reputation				
Planned Treatment:	Timescale	Progress to date:	Risk Manager	Control Status
The Council has convened a Strategic Overview Group comprising the Chief Executive, Executive Directors and officers to oversee the Council's response and effect any necessary action. Regular meetings of the Services involved to ensure any actions required are escalated for decision.	On-going	Resources allocated to ensure that the Council meets its obligations including the formation of dedicated teams.	Chief Executive	Amber