

<b>SIGNED OFF BY</b>	Head of Projects and Performance
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<b>TO</b>	Executive
<b>DATE</b>	Thursday, 17 September 2020
<b>EXECUTIVE MEMBER</b>	Cllr V. Lewanski

<b>KEY DECISION REQUIRED</b>	N
<b>WARDS AFFECTED</b>	(All Wards);

<b>SUBJECT</b>	Risk management - Q1 2020/21
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<b>RECOMMENDATIONS</b>
<ul style="list-style-type: none"> <li>(i) That the Executive note the Q1 2020/21 update on risk management provided in annex 1.</li> <li>(ii) That the Executive approve the new strategic risk identified in Q1 2020/21 for inclusion on the strategic risk register.</li> </ul>
<b>REASONS FOR RECOMMENDATIONS</b>
In accordance with the Council's risk management strategy, the Executive is required to receive regular updates on risk management.
<b>EXECUTIVE SUMMARY</b>
<p>This report provides an update on risk management in Q1 of 2020/21. In Q1 one new strategic was identified.</p> <p>The Audit Committee received an update on risk management on 9 September 2020. The agenda pack for this Executive meeting was published before the Audit Committee met, meaning that any observations/recommendations from the Committee will be tabled at the meeting of the Executive.</p>
<b>The Executive has authority to approve the above recommendations</b>

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## **STATUTORY POWERS**

1. The Council holds various statutory responsibilities for ensuring that its businesses is conducted in accordance with the law and that public money is safeguarded, accounted for and is used economically and effectively.
2. The Council also has a duty under the Local Government Act (1999) to put in place proper arrangements for the governance of its affairs.
3. The discharge of this responsibility includes arrangements for managing risk.
4. The Council's Code of Corporate Governance outlines these core governance principles; compliance with the code is reported each year via the Annual Governance Statement.

## **BACKGROUND**

5. Reigate and Banstead Borough Council has a proactive approach to risk management. It is an integral part of the Council's corporate governance arrangements and is built into management processes.
6. The Council operates a two-tiered risk management process to address the dynamic and inter-dependent nature of risk categorisation. The risk categories are strategic and operational risks.
7. Strategic risks are defined as those risks that have an impact on the medium to long term ambitions and priorities of the Council as set out in the Corporate Plan and in conjunction with the Medium-Term Financial Plan (MTFP).
8. Members of the Management Team and Executive Members have shared responsibility for strategic risks. It is the responsibility of the Executive to formally endorse any new risks for inclusion on the strategic risk register.
9. Operational risks are risks that are encountered in the course of the day to day delivery of services. However, if an operational risk cannot be fully managed within the service or it has a wider organisational impact then it will be considered for inclusion in the operational risk register by the Council's Corporate Governance Group. Heads of Service have responsibility for operational risks.
10. The Executive approved the 2020/21 strategic risks at its meeting on 25 June 2020.

## **KEY INFORMATION**

### **Risk management reporting**

11. The Council's risk registers have been updated at the end of Q1, alongside Directors and Heads of Service.
12. The full risk registers are made available to all members via the ModernGov document library. Risk registers from previous years are available on the eMembers portal.
13. Each quarter the Executive receives an update on risk management. The risk management report provides an update on all strategic risks as well as any red rated operational risks.

14. The update includes the current risk rating, the direction of travel of the risk as well as a summary of key updates.

### **Risk ratings**

15. The Council's risk management strategy and methodology utilises the following risk ratings:

<b>Rating</b>	<b>Action</b>
Red	Where management should focus attention. Immediate actions should be identified and plans put in place to reduce risk as a priority.
Amber	Where management should ensure that contingency plans are in place. These may require immediate action and will require monitoring for any changes in the risk or controls. These will be a key area of assurance focus.
Yellow	These should have basic mechanisms in place as part of the normal course of management.
Green	Where risk is minimal and does not demand specific attention but should be kept under review.

### **Q1 2020/21 risk management update**

16. An update on the Council's strategic risks for 2020/21 is provided in annex 1.
17. There were no red rated operational risks in Q1.
18. During the quarter one new strategic risk was identified on COVID-19 second wave/local lockdown, the detail of which is provided in annex 2 for the Executive to approve for inclusion on the strategic risk register.
19. No strategic risks were identified for closure in Q1.

### **Audit committee observations/recommendations**

20. In accordance with its constitutional responsibilities, the Audit Committee received an update on risk management at its meeting on 9 September 2020.
21. The agenda pack for this Executive meeting was published before the Audit Committee met, meaning that any observations/recommendations from the Committee will be tabled at the meeting of the Executive.

### **OPTIONS**

22. The Executive has two options:
23. Option 1: note this report and approve the newly identified strategic risk for inclusion on the strategic risk register; and,

24. Option 2: note this report and do not approve the newly identified strategic risk for inclusion on the strategic risk register.

#### **LEGAL IMPLICATIONS**

25. There are no legal implications arising from this report.

#### **FINANCIAL IMPLICATIONS**

26. Financial risks are taken into account when preparing the Medium Term Financial Plan, Capital Investment Strategy, Revenue Budget and Capital Programme each year.

27. There are no additional financial implications arising from this report.

#### **EQUALITIES IMPLICATIONS**

28. There are no equalities implications arising from this report.

#### **COMMUNICATION IMPLICATIONS**

29. There are no communications implications arising from this report.

#### **RISK MANAGEMENT CONSIDERATIONS**

30. The Council's risk registers inform the development of the annual risk based internal audit plan.

31. There are no other risk management implications arising from this report.

#### **OTHER IMPLICATIONS**

32. There are no other implications arising from this report.

#### **CONSULTATION**

33. The contents of this report have been considered by the Council's Corporate Governance Group, as well as the Audit Committee.

#### **POLICY FRAMEWORK**

34. The Council's risk management strategy and methodology provides additional information on how the Council manages risk.

#### **BACKGROUND PAPERS**

None.