

**REPORT TO:** SHAREHOLDER SUB-COMMITTEE

**DATE:** 18 OCTOBER 2017

**TITLE:** HTS (PROPERTY AND ENVIRONMENT) LTD  
RISK REGISTER

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**RECOMMENDED that:**

- A** The Shareholder Sub-Committee notes the strategic risks as relating to HTS (Property & Environment) Limited (HTS) together with their analysis and mitigation.

**BACKGROUND**

1. The Shareholder Sub-Committee (SSC) terms of reference includes responsibility to ensure HTS Group Limited's (as the Local Authority Trading Company) risks are adequately defined, monitored and controlled.
2. The HTS transition Risk Register was reviewed by the SSC in June 2017 with feedback being given that it would need to be updated and aligned to Council's approach to risk management, analysis, mitigation, and reporting.

**THE COUNCIL'S CORPORATE RISK REGISTER**

3. The Council has a Corporate Risk register which is incorporated into the new service planning and risk management system InPhase. Within the corporate risk register, a strategic risk has been identified which relates to the provision of repairs, maintenance, landscape and street scene services. These activities relate directly to the provision of services currently contracted to HTS. Strategic financial implications relating to HTS are managed under a separate corporate Financial Resilience risk register.
4. The provision of HTS services strategic risk is currently scored at 14, which reflects that it is unlikely that HTS will be unable to provide its contracted services while acknowledging that non-provision of those services would have a major impact on the Council.
5. The Council's Corporate Risk Register is reported to each Audit and Standards Committee meeting for scrutiny and challenge together with

escalations, if required, reported to Cabinet quarterly.

6. Independently of HTS, the Council monitors its strategic risk to ensure it has adequate controls and business continuity plans in the event of inadequate or failed service provision for the contracted services. The HTS service provision risk articulation as at 31 August 2017 is shown in Appendix A.

## **HTS (PROPERTY & ENVIRONMENT) LTD RISK REGISTER**

7. The HTS risk registers monitor its own corporate risks as relates to the business. They are reported to the HTS Board quarterly. The Council's Joint Performance Review Meeting (JPRM) also reviews these quarterly, and if required refers them to the SSC
8. Risk analysis has been collectively undertaken by HTS and the Council to ensure alignment and collaboration. The risk reports have been amended to reflect recommendations made by SSC in June 2017 to include 'closed risks'. These are outlined in Appendix B.
9. Further work is due to be undertaken to continue to align methodology for risk articulation, analysis, and reporting with that used by the Council. This will ensure that, while risk identification and monitoring remain the responsibility of HTS, layout will be similar to agreed Council standards. It is expected for a further updated HTS risk register to be reported to the SSC.

## **IMPLICATIONS**

### **Place (includes Sustainability)**

As contained within the report.

Author: **Graeme Bloomer, Head of Place**

### **Finance (Includes ICT)**

The financial implications of the current identified risks are set out within the appendix to the report.

Author: **Simon Freeman, Head of Finance**

### **Housing**

As outlined in the body of the report.

Author: **Andrew Murray, Head of Housing**

### **Community Wellbeing (includes Equalities and Social Inclusion)**

As contained within the report.

Author: **Jane Greer, Head of Community Wellbeing**

**Governance (includes HR)**

None specific.

Author: **Brian Keane, Head of Governance**

**Background Papers**

None.

**Glossary of terms/abbreviations used**

HTS – HTS (Property & Environment) Ltd

SSC - Shareholder Sub Committee

JPRM – Joint Performance Review Meeting

**Appendices**

Appendix A – CR09 – Provision of Repairs, Maintenance, Landscape and Streetscene Services

Appendix B – HTS Risk Register