

REPORT TO: SHAREHOLDER SUB COMMITTEE

DATE: 24 OCTOBER 2018

TITLE: RISK MANAGEMENT

LEAD OFFICER: ANDREW MURRAY, HEAD OF HOUSING
(01279) 446676

CONTRIBUTING OFFICER: STUART MOSELEY, INSURANCE AND RISK
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RECOMMENDED that:

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

BACKGROUND

1. The Shareholder Sub-Committee terms of reference includes responsibility to ensure HTS (Property & Environment) Ltd's risks are adequately defined, monitored and controlled.
2. The Council has its own Corporate Risk register which is regularly reviewed by Senior Management Board (SMB), reported to each Audit and Standards Committee meeting for scrutiny and challenge together with escalations, if required. This is also reported to Cabinet quarterly.
3. Within the corporate risk register, a strategic risk has been identified which relates to the 'Provision of Repairs, maintenance, landscape and street scene services' provided by HTS (Property & Environment) Ltd, and impacts upon the Council.

ISSUES/PROPOSALS

4. The HTS (Property & Environment) Ltd risk registers monitor its own corporate risks as relates to the business. They are living documents, evolving, being reported to their Board quarterly. The Council's Joint Performance Review Meeting (JPRM) also reviews quarterly ensuring issues are escalated, if required, to the Shareholder Sub Committee (SSC).
5. Work continues to align methodology for risk articulation, analysis and reporting with that used by the Council. In addition to the regular quarterly reviews and report to HTS Board and JPRM, strategic risks are subject to major reviews indicated by Target Date. This is to ensure they are concurrent with the HTS Corporate Plan. The updated HTS (Property & Environment) Ltd strategic risk register is shown in Appendix A.

6. It should be noted there is one risk with a residual risk score of 21 as at September 2018 “Information Governance and Data Compliance”. HTS Board members could have personal liability for data breach or non-compliance as noted in the risk impact statement.
7. A project group has been established to mirror the actions taken by Harlow Council in order to fully address implications from General Data Protection Regulations (GDPR) which came into force on 25 May 2017. As part of this work, there will be a requirement to vary the Services Agreement between HTS (Property & Environment) Ltd as required to cover GDPR compliance. Progress will be reported regularly to the SSC.

IMPLICATIONS

Place (Includes Sustainability)

None specific.

Author: Jane Greer, Head of Community Wellbeing on behalf of Graeme Bloomer, Head of Place

Finance (Includes ICT)

Under the GDPR regulations penalties/fines can be imposed upon organisations by the Information Commissioners Office (ICO) in cases where it can be demonstrated that the organisation has failed to comply with one or more of the key principles of the GDPR. Fines can be up to €20 million or 4% of global turnover whichever is the greater.

Author: Simon Freeman, Head of Finance

Housing

As outline in the report.

Author: Andrew Murray, Head of Housing

Community Wellbeing (Includes Equalities and Social Inclusion)

None specific.

Author: Jane Greer, Head of Community Wellbeing

Governance (Includes HR)

Actions to mitigate the risk of breaching information governance and data compliance are a legal requirement.

Author: Colleen O’Boyle, Interim Head of Governance

Appendices

Appendix A – Strategic Risk Register

Background Papers

None.

Glossary of terms/abbreviations used

GDPR – General Data Protection Regulations

JPRM – Joint Performance Review Meetings

LATC – Local Authority Trading Company

SMB – Senior Management Board

SSC – Shareholder Sub Committee