PLYMOUTH CITY COUNCIL STRATEGIC RISK REGISTER

				KEY CONT	ROLS / SOURCES OF ASSURANCE (aligned to three	lines of defence)										$\overline{}$
ROW NO RISK REF	DEPT	DESCRIPTION OF RISK (Risk description should include cause / risk event / consequence and risk category)	CORPORATE	Policies and procedures Link to business plan Delegations of authority / Fraud checks Risk and control framework Performance Management Project Management reviews	Programme Boards Functional compliance reviews Working Groups	Audit Reports Regulatory Reviews Snr Executive Committees Scrutiny Committees Portfolio Boards Peer Reviews	PREVIO RESIDI RISK RA	JAL	CURRENT RESIDUAL RISK RATING	RAG RATING /CHANGI IN RISK RATING	E ACTION PLAN / FUTURE MITIGATION / ASSURANCE PLAN	HOW WILL PROGRESS BE MEASURED (LIST MEASURABLE BENEFITS AND NON- QUANTIFIABLE BENEFITS)	TARGET DATES (or review date if target unknown)	OFFICER(S)	DIRECTOR / ASSISTANT DIRECTOR	RISK
				First Line of Defence (Operational management activity)	Second Line of Defence (Strategy/Policy oversight and support)	Third Line of Defence & Framework Oversight (Audit / Member, Snr Executive and External oversight/validation)	Feb-		Jul-19							
1 SF2 ORR (0F2) IRR BREXIT	Finance	Delivering Council services within the envelope of the resources provided in 2019/20-2021/22 Medium Term Financial Plan - Risk to services of not delivering within reduced budgets and to delivery of the Plymouth Plan from reduced revenue and funding of the Capital Programme Risk Category: FINANCIAL Brexit Risk - Enhanced financial instability causes the UK to enter a recession post-Brexit impacts on local economy, ability of residents to pay council tax, increases the number eligible for council tax support. Negatively impacts investments and affects MTFP.		Higher profile of Council's finances at both CMT and Cabinet. Budget presented to senior officers and members in scoreboard format, delivering greater transparency and challenge. Budget sessions and DMTs. The Council has launched a "Fresh Look" programme to review all departments within all directorates, examining current budget and actual spend, contracts, income opportunities and any synergies and efficiencies across the whole council. These reviews are being led by Corporate Services. Brexit Officer Group reviewing potential impacts of Burden Doctorate to inform business case for New Burdens money from Central Government.	Regular Finance Management meetings to review the current financial position. The Cabinet have been briefed and plans are continually reviewed and developed to close the affordability gap. Finance and Assurance Review Group (FARG) monitor integrated commissioning risks	Progress reported within monthly finance reporting to Cabinet members. Continued Member engagement in Budget process and MTFP setting process by having regular Member briefings. CMT have the MTFP as a standing agenda item. Audit & Governance Committee oversee the financial reporting process. The Chief Internal Auditor supports the Audit & Governance Committee and reviews its effectiveness annually.		25		R	income. Investment in income earning assets. Ambitious capital programme and strategic investments from income earning assets. Cross department strategy on grant maximisation. Identification of new revenue funding sources to support the budget e.g. use of section 106 income in current and future years.	Regular updates to be provided to CMT.	Ongoing Otty MTFP updates Ongoing Otty reviews Ongoing Ongoing Ongoing Ongoing	Paul Looby	Andrew Hardingham	Aaron Perrin
2 SF3	Finance	Being unable to deliver Council services within the envelope of the resources provided in 2019/20 leading to negative impact on budgets, loss of reputation, negative impact on front line services and a negative opinion from external audit. Risk Category: FINANCIAL		the year including an analysis of which savings	Integrated Commissioning risks. CMT have MTFP as a standing agenda item.	Progress reported within monthly finance reporting to Cabinet members. Monthly reports are presented to Scrutiny. Continued member engagement in budget process and MTFP setting process by having regular member briefings. Audit and Governance Committee oversee the financial reporting process. The Chief Internal Auditor supports the Audit and Governance Committee and reviews its effectiveness annually. Higher profile of Council's finances at both CMT and Cabinet. CMT have the MTFP as a standing agenda item. Staff suggestions for cost saving have been requested. Portfolio Holders undertaking line-by-line reviews of budgets.		25	5 5 25	R	Treasury Management diversification of portfolio to increase income. Investment in income earning assets. Ambitious capital programme and strategic investments from income earning assets. Cross department strategy on grant maximisation. Implementation of outcomes from 'Fresh Look' Programme which will improve efficiency and reduce costs whilst still delivering benefits to the customer. Significant savings are focussed in the following key programmes:- Growth, Assets and Municipal Enterprise (GAME2); Integrated Health and Wellbeing; Identification of new revenue funding sources to support the budget e.g. use of section 106 income in current and future years. Investigating earlier implementation of Fees and Charges, review of reserves, bad debt provision, accelerated income generation. Further capitalisation. Undertaking an in year review of all services to ensure a balanced budget can be achieved.	Better return on the investment portfolio. Income generation monitored via revenue budget Improved efficiency and reduced costs. Increase in successful bids. Reduced contract costs.	Ongoing Othy MTFP updates Ongoing Othy reviews Ongoing Ongoing	Paul Looby	Andrew Hardingham	Aaron Perrin
3 SEPS1	Education, Participation & Skills	negatively affecting level of pupil attainment. The risk is very high (red) in the secondary sector but less so in the primary sector (amber). Risk Category: COMPLIANCE, REGULATION & SAFEGUARDING	Improved schools	Ofsted inspection outcome tracking. Data analysis. Plymouth Education Board The School Support, Challenge and Intervention Policy makes clear the relationship with schools.	LA oversight of Maintained Schools	Education & Children's Social Care Overview & Scrutiny Committee. Standards Partnership and LA work across system	4 5	20	4 5 20	R	Plymouth Education Board (PEB) (and sub groups) will increasingly hold all schools to account. Development of an accountability and support model involving a number of partners. The Plymouth Challenge will create a partnership of distinct interventions to drive improvement. The Plymouth Challenge has identified three strands designed to raise achievement. Cause for concern meetings. Inclusion strand of PEB work. Proposed Inclusion Mark for the City to celebrate inclusion.	Ofsted Inspection results. Over 50% secondary schools good or better. Attainment levels and data analysis. Evidence of innovative solutions based programmes that are evaluated against outcomes.	Review Nov 19	David Bowles	Judith Harwood	Julie Reed
4 SCYPF2 Formerly ORR	Children's Social Care	Projected in-year overspend in Children's Social Care caused by unprecedented demand and level of support needed to keep young people safe, such as specialist residential care placements with high levels of staffing. Risk Category: FINANCIAL		Independent fostering review action plan. Service redesign implemented including invest to save case for increase in number of Social Workers. Savings have been identified but pressure still exists	Finance and Assurance Review Group (FARG)	Independent fostering review Regional Youth Justice Board Budget Management Group	4 5	20	4 5 20	R	Additional management solutions and escalated action to deliver further savings from the council's transformation programme will be brought to the table over the coming months in order to address the in year forecasted overspend. Ongoing rigour in decision making to manage demand. Ensuring action plan milestones are reached	Financial Results Delivery Performance		Jean Kelly	Alison Botham	Sandy Magee
	Education, Participation & Skills	services increases risk of failure to meet statutory duties and impacts our ability to improve outcomes for vulnerable children and young people with Special Education Needs and Disabilities (SEND):- Short/medium-term consequences:-	A caring council - Keep children, young people and adults protected	KPIs	Monitoring of EPS Scorecard; Monitoring of risks	Ofsted inspections; Plymouth Education Board; Education & Children's Social Care Overview & Scrutiny Committee	4 4	16	4 4 16	A	Action plans to manage impact; Performance management going forward; Review of Service demands to identify trends; Strategic planning for the department will set our future arrangements to secure functions and capacity; Transformation and move to partnership working with schools to secure functions and improve capacity. Ongoing detailed review of exceptional attendance - Off Rolling/Exclusions. Special Education Needs Co-ordinator (Senco) briefings to build parental confidence and manage parental expectations for school places.		Ongoing	Judith Harwood	Alison Botham	Julie Reed

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6 SCE03	CEX	Failing to, or inability to understand impacts of Brexit	Providing	First Line of Defence (Operational management activity) Brexit specific risk register;	Second Line of Defence (Strategy/Policy oversight and support) Policy & Intelligence Officer;	Third Line of Defence & Framework Oversight (Audit / Member, Snr Executive and External oversight/validation) Brexit, Infrastructure & Legislative Change			Jul-19 P I		Continued regional engagement to maintain strong influence;	Reports to Brexit, Infrastructure & Legislative	Sep-19	Kevin McKenzie	Giles Porritt	Maddia
ORR (OCEO12) IRR BREXIT		in light of current uncertainty and lack of government	quality public services	Brexit workshop / scenario planning; Growth Board on-line advice tool; Officer attendance at local and regional events. Brexit impact scoping within Medium Term Financial Plan; Government funding announced. We have established what mitigation is in place for all 'no deal' impacts identified	Business continuity group meet on a fortnightly basis; HMRC Boarders Group					A	Continue to act promptly on government guidelines when issued; Outputs from Officer Group	Change Overview & Scrutiny Group	Sep-13	NEVIII MUNERIZIE	Olles F ellin	Halifax
7 SF5	Finance	secure by failing to adhere to Data Protection Act	Providing quality public services	Incident reporting and management in place. Escalation of breaches to Management of	Group Devon Information Security Partnership (DISP) Information Lead Officer Group (ILOG) raise awareness within department Information Governance Manager has raised awareness of GDPR at CMT and DMTs Completion of mandatory eLearning being tracked through Balanced Scorecards	Senior Information Risk Owner (SIRO) in place. Annual Information Governance report to Audit and Governance Committee External Compliance assessment. CMT regularly briefed.	5 3	3 15	5 3 15		Roll out staff awareness training to all staff. Implement greater reporting consistency within directorates. Implement improved incident analysis within the Service Desk. Ensure full corporate attendance for MISF. Improved contract management with partners. Implement greater reporting consistency within directorates. Implement improved incident nanlysis within the Service Desk. Ensure full corporate attendance for MISF. Standardised breach management processes distributed to key staff. Implement compliance requirements into Delt business as usual - This is a workstream of the information management project. Corporate Privacy Notice complete, service specific Notices being finalised.	Reports from HR training detailing completion statistics Improved breach reports distributed to directorates Detailed breach reports for partners and escalation at contract management meetings Reporting of non-attendance to directors Monitor action plan through MISF/ILOG	Ongoing Ongoing Ongoing Ongoing Ongoing Ongoing	John Finch	Andy Ralphs	Emma Rose
8 SCEO4 ORR (OCEO11) BREXIT	CEX	Potential general election in the autumn 2019 caused by Brexit Risk of not having enough staff available, voter fatigue - negative impact on our register as well as election turn- out, heightened stress level with the core and wider team. Risk Category: REPUTATION	quality public	Election Risk Register Communication Plan to core and wider team to prepare Partners have been briefed and confirmed readiness (Polling stations / Printers and other key partners) Canvas undertaken early to prepare for potential General Election	Call out ARO to CMT for support	Elections Programme Board	5 3	3 15	5 3 15		Ongoing Brexit monitoring		Ongoing	Glenda Favor- Ankersen	Giles Perritt	Maddie Halifax
9 \$5\$1	Street Service	Partnership The city's recycling targets are achieved and the service is modernised and fit for purpose so that the increase in demand on the service in accordance with the Dimmorth Plan Horsino (Grawth can be mad	city - A green, sustainable city that cares about the	Modernisation Plan in place across Street Scene and Waste Department focussing on back office systems and processes which are designed to improve the delivery of frontline services for customers. Measures either delivered or in progress include communications campaigns; utilising other teams in the Council who are engaging with residents to also encourage recycling; improving service request resolution times; optimising crew routes; and new technology to transform task allocations and data recording.	Monthly Modernisation Board to review progress against Modernisation Plan, supported by regular Performance meetings to assess customer experience. Monthly Balanced Scorecard of KPIs which include recycling rates.	The South West Devon Waste Partnership hold quarterly meetings.	3 4	1 12	3 4 12	Α	Delivery of the Modernisation Plan. Continued delivery of alternate weekly collections against adopted business case - monthly monitoring with SWDWP partners with regard to disposal tonnages. Utilisation of commissioned participation survey to target areas that have lower rates of recycling, Investment in recycling campaigns across the city. Introduction of recycling on the go pods. Introduction of home composting scheme	Delivery against Modernisation Plan, service standards and KPIs. Monitoring of tonnages against forecasted disposal amounts	Ongoing	Katrina Houghton	Anthony Payne	Andy Sharp
10 STS1 IRR	Office of the Director of Public Health	more years in ill health. This risk impacts the city's	Reduced health inequalities	-Thrive Plymouth framework was adopted by full council in 2014 and links directly to the Plymouth Plan and Integrated Commissioning Strategies. It provides good foundation to achieve prevention in all services and decision making processes. The focus of Thrive Plymouth in year one was on workplace health and wellbeing, in year two it was on schools and young children, in year three it was on localising the national 'One You' health improvement campaign, and in year four was on mental wellbeing (focussing on the five ways to wellbeing). The current year five focus is on people connecting through food. This was launched on 16 October 2018. The focus of Year six (starting in November 2019) is Mayflower 400.	Joint Integrated Commissioning Risk Register quarterly.	The Health & Wellbeing Board. Thrive Plymouth integral to the original Plymouth Plan and updated information included in the refreshed version (monitored via CMT/Cabinet/Full Council.) The Director of Public Health's annual report focuses on the previous year of Thrive Plymouth (highlighting successes and challenges)	3	1 12	3 4 12		to tackle inequalities by addressing the wider detriments of health. The public health team and partners continue to work with employers (year one focus) and schools (year two focus) to influence healthier lifestyles. The team continues to embed and promote the national One You campaign across the city. The five ways to wellbeing' has been adopted across the city as the single approach to improving mental wellbeing.	At the highest level health inequalities can be measured in changes in life expectancy. ODPH produces a report each year to monitor this, along with a Thrive Plymouth Performance Framework providing more detail at a local level. Each year of the Thrive Plymouth campaign is evaluated and reported upon in the subsequent DPH annual report. At the 5 year and 10 year stage we will hope to repeat the Health and Wellbeing survey to give us additional monitoring progress.		Sarah Lees / Rob Nelder	Ruth Harrell	Katharine O'Connor
11 SHR1	CEX			Organisational Restructure toolkit in place. CMT/SLT leadership development programme under evaluation. Team Plymouth quarterly events in place. Multi-agency coaching network in place. Occupational Health and Employee Assistance Programme in place. Succession Plans being developed for all critical roles. Agile HR policies and procedures available on staffroom. Workforce data. Sickness absence and staff turnover. Agency/interim spend controls.		Organisational Design proposals approved by Council in January for full implementation by summer 2018. People Strategy 2016-20 endorsed by Cabinet May 2017 (Talent, Leadership & Culture). Senior Leadership capacity has increased with the Strategic Director for Customer and Corporate Services appointed to and started with PCC in November 2018.	2 5	5 10	2 5 10	G	Organisational Development Phase 2 Action Plan for the Senior Leadership Team to be implemented to include: Strategic workforce plans for the Senior Leadership Team. Implementation of 'The Way We Work' transformation programme (technology, information management, accommodation) to enable the right conditions for success.	Sickness absence due to stress, anxiety or depression; performance against Council's objectives; delivery of People Strategy; staff survey; wellbeing and resilience survey; safety climate survey; senior leadership staff turnover; exit interviews	6 month review	Tracey Lee	Tracey Lee	Maddie Halifax

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12 SCYPF1 IRR	Children's Social Care		council - Focus on prevention and early intervention	First Line of Defence (Operational management activity) Troubled Families Programme Early Help Assessment Tool The Children and Young People's Commissioning Plan Families with a Future initiative	Second Line of Defence (Strategy/Policy oversight and support) CYP System Design Group. Performance and Complaints monitoring.	Third Line of Defence & Framework Oversight (Audit / Member, Snr Executive and External oversight/validation) Local Safeguarding of Children Board. Claims Validation 'spot check' compliance achieved from the Troubled Families Team of the Ministry of Housing, Communities and Local Government	Feb-19 P I 3 3	Р		G	Continue to drive forward transformational change across the partnership in relation to whole family working, engagement with the Early Help Assessment Tool process, data exchange and achieving the outcomes required within the Troubled Families Outcomes Plan.	Reduction in caseloads	Ongoing	Tracey Green / Siobhan Wallace	Neelam Bhardwaja	Sandy Magee
13 SSPI2 BREXIT	Strategic Planning & Infrastructure		city - A broad range of			Plymouth Growth Board. GAME Board. JLP Member Steering Group. JLP Leadership Delivery Group.	3 3	9 3	3 9	G	Undertake a Strategic Land Review of PCC sites to identify sites for housing delivery. Strategic Land Review completed and a number of sites have been agreed to be dedicated to Plan for Homes 3 which will support delivery of new homes. Plan for Homes 3 has established a Housing Investment Fund that will help fund interventions in the market to unlock more delivery. We will consider acquiring and lending to unlock direct delivery. Reviews of small and stalled sites complete with delivery strategies to be implemented. Development of bids to a number of Government funding programmes to support new homes e.g. Accelerated Construction. Housing Infrastructure Fund, Land Release Fund, Starter Homes and Care and Support Funding. Ongoing work with Homes England and MHCLG to unlock funding and making the case for a fairer allocation of national funding for homes. Ongoing innovation to improve the proactive and fast track approach to planning to deliver housing. Starter Homes Land Fund Partnership Authority to work with Homes England to bring forward a portfolio of stalled, lapsed and brownfield sites to unlock delivery and accelerate new homes in what is becoming a highly competitive environment for government funding.	Regular reports to Portfolio Holders. JLP Membe Steering Group and JLP Leadership Group	r Annual delivery monitoring year end and on going	Paul Barnard	Anthony Payne	Andy Sharp
14 SED1 BREXIT	Economic Development	could lead to higher unemployment and lack of the right labour skills to match the needs of businesses.	benefits as many people as possible	Science Park phase 5 now open. Inward investment -		Growth Board. There is governance in place at the City Deal Programme Board and strategic oversight provided by the Growth Board	3 3	9 3	3 9	G	Future plans include: Business Support - development of the marine/blue tech sector, co-ordinating inward investment, levering off the LEP to improve connectivity and exploiting the Mayflower to reposition the city at the centre of celebrations. We are developing Nuclear and Marine national deals linked to the HotSW Productivity Plan further building on our strengths. Brexit element of this risk will be considered in line with corporate Brexit risk template. Series of business support projects (growth hubs, start up and advice) commissioned. Launched new STEM strategy. The future development pipeline is now standing at over £500m. Site work has either started, or will do shortly, for the following developments; The Range HQ Derriford, 1820, Colin Campbell Court/Bath Street, Plymouth Railway Station and Oceansgate Phase 2.	worked. Job Seeker Allowance claimants. Youth Job Seeker Allowance claimants, Business births, employee numbers, visitor numbers, growth in jobs		David Draffan	Anthony Payne	Andy Sharp
15 SSPI1	Strategic Planning & Infrastructure	cladding that has a risk of combustion Risk Category: COMPLIANCE, REGULATION &	council - Keep children, young people and adults	National guidance has been produced and actioned or communicated by PCC. A strategic overview on affected buildings has taken place and communication to all relevant building owners. This scope could be widened and a brief was given to the leader of the council and Chief Exec on 19/8/19 - Leader to contact MHCLG for clarity.		The responsibility lies with the individual building owners but PCC and Devon and Somerset Fire and Rescue Service have taken the lead on communicating relevant information to all affected properties. PCC may need to assist DSFRS (or lead) if the scope is widened.		10 2	3 6	G	Monitoring of remedial measures by PCC to ensure building owners are carrying out their responsibilities effectively. Cladding on all of the city's high rise buildings (HRRB's) has now been removed. New projects are scrutinised for compliance by LABC Plymouth. (e.g. Sugar Quay) Future risk to be monitored when the scope of 'risk' buildings be widened/expanded (awaiting on implementation plan consultation results)	Internal business process monitoring. PCC taking a complete overview of monitoring and intervention where necessary. Possible enforcement action in the future via relevant legislation if the scope is widened. Awaiting outcome of the implementation plan consultation. (due in the autumn of 2019)	Feb-20	Paul Barnard	Anthony Payne	Andy Sharp
16 SF6	Finance	Maintaining awareness of anti-fraud measures to help prevent or identify instances of fraud, corruption and bribery and help protect public funds. Risk Category: REPUTATION / FINANCIAL		Anti-Fraud, Bribery and Corruption Policy; Whistle blowing Policy; Register of interests/hospitality; Fraud Awareness eLearning; Data analytics tool being implemented	Devon Audit Partnership Counter-Fraud Team, Operational Risk Management Group	Audit & Governance Committee; S151 Officer; Monitoring Officer	2 5	10 Delet	е	D	Fraud Strategy and Response Plan; DAP attendance at Fraud and Corruption in Local Government Procurement webinar to discuss future actions / best practice; Stronger links with Risk Management Strategy; Expanding use of Data analytics tool	Completion of actions from the Fraud Strategy and Response Plan	Ongoing	Paul Looby / Ken Johnson	Andrew Hardingham	Aaron Perrin