

# WIRRAL COUNCIL

## AUDIT AND RISK MANAGEMENT COMMITTEE

30 JUNE 2010

### REPORT OF THE DIRECTOR OF FINANCE

#### DEPARTMENTAL AND CHANGE PROGRAMME RISK REGISTERS

## 1 EXECUTIVE SUMMARY

- 1.1 At the meeting on 24 March 2010 the Committee requested sight of the risk registers prepared by individual departments and for each project within the Strategic Change Programme. Copies of those documents are appended to this report.

## 2 BACKGROUND

- 2.1 In relation to departmental plans the Corporate Risk Management Strategy states that.

*'Individual departmental management teams will conduct an annual review of the key risks to achieving the Departmental Aims in the forthcoming planning period.'*

*Within each Departmental Plan Chief Officers will include:*

- *the key risks faced by the department in the forthcoming planning period, including their risk scores;*
- *the additional control actions which it intends to implement to address these.'*

- 2.2 In relation to individual projects the Corporate Risk Management Strategy states that.

*'Prior to the initiation of any project, the project manager (or project sponsor) must confirm what project methodology and governance arrangements will apply. This will form part of the initial business case.'*

*Individual project management arrangements will define the points or intervals at which formal exercises will be undertaken to identify risks to the delivery of the planned project outcomes and how these will be conducted'.*

Detailed guidance as to the tools and processes to be used are contained within the Project Management Handbook.

## 3 DEPARTMENTAL RISK REGISTERS 2010/11

- 3.1. The identification and analysis of risks is linked directly to the planning process. Identification activity began in autumn 2009.
- 3.2. Departments are required to use a common approach to the evaluation of their risks (see Appendix 1) and include a core set of information for presentation to Members.

- 3.3. Early versions of each departmental register were shared with the Corporate Risk and Insurance Officer. He considered the content of each document and provided feedback in relation to the quality of the analysis and the content.
- 3.4. The final versions of the registers were incorporated into Departmental Service Plans for 2010/11 submitted to Cabinet on 18 March 2010. Copies are attached in Appendix 2.

#### **4 STRATEGIC CHANGE PROGRAMME (SCP)**

- 4.1 The risk register for the SCP overall is attached as Appendix 3.
- 4.2 The risk registers for those projects having the most significant financial implications are provided in Appendix 4. It should be noted that the Handbook for Project Management includes the requirement for all projects to be risk evaluated and this has been applied to all the projects in the SCP but for brevity the less significant risk registers have not been included. These can be provided if required.
- 4.3 All project risks are also evaluated in accordance with a common standard. (See Appendix 1).

#### **5 FINANCIAL IMPLICATIONS**

- 5.1 There are none arising from this report.

#### **6 STAFFING IMPLICATIONS**

- 6.1 There are none arising from this report.

#### **7 EQUAL OPPORTUNITIES IMPLICATIONS**

- 7.1 There are none arising from this report.

#### **8 COMMUNITY SAFETY IMPLICATIONS**

- 8.1 There are none arising from this report.

#### **9 LOCAL AGENDA 21 IMPLICATIONS**

- 9.1 There are none arising from this report.

#### **10 HUMAN RIGHTS IMPLICATIONS**

- 10.1 There are none arising from this report.

#### **11 PLANNING IMPLICATIONS**

- 11.1 There are none arising from this report.

#### **12 LOCAL MEMBER SUPPORT IMPLICATIONS**

- 12.1 There are no specific implications for any Members or wards.

**13 BACKGROUND PAPERS**

13.1 Corporate Risk Management Strategy - September 2009.

13.2 Project Management Handbook.

**14 RECOMMENDATION**

14.1 That the content of the registers be noted.

IAN COLEMAN  
DIRECTOR OF FINANCE

FNCE/107/10