

TONBRIDGE & MALLING BOROUGH COUNCIL

AUDIT COMMITTEE

12 April 2011

Report of the Director of Finance

Part 1- Public

Matters for Information

1 REVIEW OF OPERATIONAL RISK REGISTERS – DECEMBER 2010

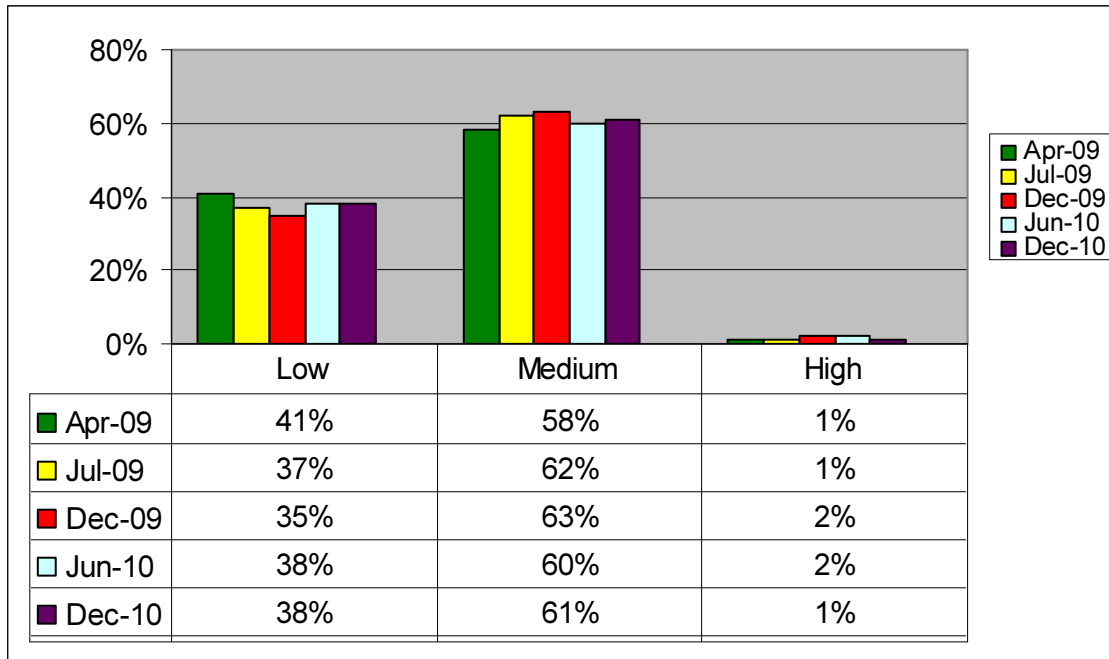
This report serves to update Members on the results of a review of the Council's Operational Risk Registers carried out in December 2010.

1.1 Background

- 1.1.1 Reviews are carried out on a 6 monthly basis, the objective being to ensure that management and Members are provided with information concerning the overall risk status of the Council.
- 1.1.2 Members will note from the graph on Page 2 of this report that there has been a slight movement in the levels of risks reported in the Medium and High categories. The number of risks previously reported in the High category has reduced by 4 as a result of 6 moving down to the medium category and 2 new entrants to the High category. Details of the 6 risks that have moved down are noted below and the new risks are included in **[Annex 1]** to this report.
- Internal Audit – Achievement of the Annual Plan. *(the situation has improved as a result of the Audit Manager sharing arrangement with Gravesham Council).*
 - Housing Benefit – Determine Benefit entitlement. *(The staffing situation in the section has stabilised. With less staff movement the totality of experience has increased creating confidence in the ability to accurately and expeditiously process claims).*
 - Housing Benefit – Prompt recalculation of Benefit. *(as above)*
 - Council Tax – Increase the proportion of income due to the Council in respect of local taxes. *(Indications, as at the end of February 2011, are that a very slight increase might be achievable).*

- Council Tax – Further improve on the prompt collection of monies due to the Council. *(The decision not to increase council tax for 2011/12 should aid the ability to promptly collect monies. In addition, Indications, as at the end of February 2011, are that a very slight increase might be achievable).*
- Health & Housing – Review of commissioning and Fire Risk Assessments. *(Enhanced controls as a result of amalgamation of risks).*

1.1.3 The Council has a risk based approach to auditing and therefore any risks identified in the High category will be considered as part of the Internal Audit Plan to ensure that action has been taken to minimise the risk to an acceptable level.



1.2 Legal Implications

1.2.1 There are no specific legal implications relating to the maintenance of Risk Registers, however the Accounts & Audit Regulations place an implied requirement for this procedure.

1.3 Risk Assessment

1.3.1 The maintenance of up to date and valid risk registers is seen as being an important feature of the Council’s risk management process.

1.4 Equality Impact Assessment

1.4.1 See 'Screening for equality impacts' table at end of report

1.5 Policy Considerations

1.5.1 Business Continuity / Resilience

Background papers:

contact: Brian Courtney

Nil

Sharon Shelton
Director of Finance

Screening for equality impacts:		
Question	Answer	Explanation of impacts
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	NO	The identification and monitoring of risks that affect the operational capabilities of the Council will potentially have a positive impact on the community it serves.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	NO	
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		

In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.