

Risk Management and Business Continuity Strategy

1 INTRODUCTION

- 1.1 The Governance and Risk Manager has been instructed to provide an updated report on the progress being made with the implementation of the Council's Risk Management and Business Continuity Strategy.

2. RECOMMENDATIONS

- 2.1 The Committee note the terms of this report.

3. DETAIL

3.1 Risk Register

The format of the Council's Risk Register has been changed and each Service will be required to update its section of the register and have it available for transfer to Pyramid by 30th January 2008.

There has been discussion between the Governance and Risk Manager and Policy and Strategy about the process of transferring the risk register into Pyramid and it has been agreed that a pilot involving Development Services will be taken forward in the first instance.

3.2 Business Continuity

The SMT has approved the instruction of Glen Abbot Ltd to assist in the further development of Business Continuity through to the Council being compliant with the Civil Contingencies Act by August 2008.

The first stage of the process (programme initiation and management) will be completed by early January and involves a presentation to SMT which confirms the involvement they will have throughout the process and a series of workshops for Heads of Service, third tier managers, the RMG and the Services LCG's and any other members of staff likely to be involved in the process.

The purpose of the workshops is to introduce as many people as possible to Business Continuity and to make them aware of the programme and the involvement they are likely to have. The workshops have been arranged for 4th and 5th December and the take up of places has so far been encouraging.

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