

## 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 complete its section of the register and have it available for transfer to Pyramid, hopefully by the end of February.

There has been a slight delay in having the information transferred into Pyramid, however it is the intention of the Services to continue with the Excel format until the input into Pyramid is complete.

#### 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 Activity Questionnaires have been returned by each department having been approved by the Heads of Service and Glen Abbot are pleased with the quality of the responses throughout the Council. The critical activities list will be approved by the SMT on 19<sup>th</sup> February. That will then complete the first stage of the process (programme initiation and management).

There is further training to be delivered by Glen Abbot regarding the next stage of the process (the business impact analysis) and this is to take place on 20<sup>th</sup>/21<sup>st</sup> February. The target date for the return of BIA templates from each service is end March.