

Risk Identifier	CR-14
Risk Title	Operational Resilience

Risk Description	Risk Owner	Directorate Responsible
Due to the fact Uttlesford is a small district council, there is a risk that service delivery/activity suffer poor performance or failures due to service specialisms and/or single points of failure.	Angela Knight	Business, People & Performance

Previous Risk	Current Risk	Risk direction	Cabinet Member	Key Dates
Likelihood Impact Score	Likelihood Impact Score	Stable	Councillor Lees	Date Registered 5th June 2024
2 2 4	2 2 4			Last update 1 April 2025

Background	Service Area Affected
An incident earlier in the year highlighted the council's exposure to single points of failure for a critical service activity. The Chief Executive has instructed CMT to produce a list of critical business activities to identify the risk areas and the potential contingency plans needed.	All

Triggers	Risk Type	Risk Response Category
Individuals go off sick or are on extended leave and back ups are unavailable. Individuals are not replaced when they leave the organisation. Council has not identified gaps until after the event.	Threat	Reduce

Risk Response	Risk Response Actionee	RAG Status	Progress Update	Next Scheduled Update
List all critical business activities to determine if they represent single or limited points of failure.	CMT	Green	This was reviewed by a Scrutiny appointed working group and the work programme was lead by the Chief Executive. Officers compiled a detailed register of critical activities across all services in the council. This register included multiple back up processes and identified the key officer and their back up support. This was presented to Scrutiny on the 6th March 2025	Sep-25
Keep business continuity plans updated.	CMT/Ben Brown	Amber	Ben Brown presented a report to CMT on the progress of BC plans upto date. Currently scheduling a series of workshops with SMT to take them through what is required and how to produce an effective and informative BC plan	Sep-25

Key for RAG status of risk response	
R	Control is not in place or working or progress has slipped
A	Control is not working efficiently and some challenges remain
G	Control is working or predominantly in hand or completed