

## Risk Log For Redditch Borough Council as at 7th April 2016

Type	Issue	Detail/Implications	Mitigation
Place Partnership	R&M/Capital invoice not due until 15/4/16 and BD will need to manipulate data.	Capital will not be able to close by the 13/4/16 deadline.	To be escalated by JP and SM 10/03/16./amendment to timetable
Reconciliations	RBC Payroll reconciliation has issues and is only complete up until end of p4.	Recs not up to date - year end data could be affected.	Payroll is generally up to date but some minor issues remain
System	Haven - Not confident that all files have been loaded.	Recs not up to date - year end data could be affected.	LP/NR/ZT/JS investigating.
Place Partnership	Pensions figures not due until June.	Pension note will not be completed to deadline.	
Reconciliations	Cashiers Suspense for RBC has a backlog	Recs not up to date - year end data could be affected.	ML to support Reconciliations team
Reconciliations	Receipts Account (RBC) not reconciled fully	Recs not up to date - year end data could be affected.	ML to support Reconciliations team
Reconciliations	RBC Collection Fund Cash/Refunds not reconciled since p5	Recs not up to date - year end data could be affected.	BR and AE to receive further training from VL to enable further reconciliation.
System	Aged Debt on AR system (mainly RBC) is out	Reconciliation issues due to debts not yet due on ledger but not age debt	Financial Services Manager looking at designing report to show these entries seperately to enable balancing
System	Purchase Ledger not balances	Issue due to error on system/Imbalance at year end/Creditors mistated	This has now been resolved and balanced: 8/3/16
System	Ledger imbalance - historical issue	Minimal - further explanation of Audit Reports may be required.	Technical Accountant looking at with Software Supplier
Reconciliations	Stores system does not reconcile to ledger	Imbalance due to Stores report not balancing with General Ledger/inaccurate inventory on Balance Sheet	Weekly Reconcilliation taking place and work to resolve issue
Reconciliations	HB Overpayments have not been posted nor reconciled	Year end data inaccurate and need to reopen accounts	Information requested from Systems Admin team
Reconciliations	Only components of the Rents reconciliation has been completed	Recs not up to date - year end data could be affected.	
Other	Working paper requirements not received from Grant Thornton	unable to deliver quality Working Papers	Working with Grant Thornton to ensure correct information provided