

Community and Planning Risk Register 2017-2018

| Theme/aim | Risk description | Likelihood | Impact | Risk treatment | Mitigating action | Responsible officer |
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| Outcomes/ Maintain Financial Health | Planning fees – income reduces to below set targets (DM1) | Low | High | Tolerate | Careful attention to forecasts/setting budgets and budget monitoring | Tony Sylvester |
| Outcomes/ Maintain Financial Health | Judicial review of Planning decisions (DM2) | Low | High | Treat | Weekly case review with all case officers for early identification of high-risk cases, legal opinion sought when necessary. Ongoing review of new statutory procedures, continued advice from Legal when required. Service review planned for 2017/18 | Tony Sylvester |
| Outcomes/ Maintain Financial Health | Maladministration leading to injustice via LGO (DM3/BC4/PP2) | Very low | Low | Tolerate | Documented process of procedures Process training Close monitoring of report recommendations | Tony Sylvester |
| Outcomes/ Maintain Financial Health | Judicial Review of Building Control Decision (BC1) | Low | Low | Tolerate | Ongoing review of new statutory procedures, continued advice from counsel when required. | Tony Sylvester |

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| Outcomes/ Maintain Financial Health | Loss of market share below sustainable level (BC2) | High | High | Transfer risk | Review marketing strategy. Investigate potential outsourcing of activity to a third party. | Tony Sylvester |
| Outcomes/ Maintain Financial Health | Negligence resulting in loss to personal property (BC3/DM4) | Low | High | Tolerate | Insurance Professional training Maintain sound procedures and act speedily to recover ground when mistakes are made. | Tony Sylvester |
| Outcomes/ Maintain Financial Health | Failure to collect financial contributions or to enforce the delivery of obligations within Section Agreements (DM5) | High | Very High | Treat | Implementation of new software and process review 2017/18. | Helen Frazer |
| Outcomes/ Maintain Financial Health | Poor application performance (DM7) | Medium | High | Treat | New planning officer structure in place, giving better capacity to monitor cases = optimum use of resources Quarterly monitoring of application performance | Tony Sylvester |
| Outcomes/ Maintain Financial Health | Lack of knowledge in department relating to specialist: IT solutions, Planning (DM8) | Medium | High | Treat | Specialist knowledge outside of service e.g. specialist knowledge within IT/corporately | Tony Sylvester |
| People/ Increase levels of participation in sport, health, | Reduction of council funding into Sport and Health service. Unable to source external funding to | High | High | Treat | Forward budget planning over a number of years. Lobby to maintain current funding contribution that | Hannah Peate |

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| environmental and physical activities | service reserve fund being depleted for sources other than the sport and health service delivery. (SP1) | | | | | the Council makes towards the service and for an increased contribution if Elected Members want the current levels of service to be maintained. Continually seek external funding options | |
| Place/ Support provision of cultural facilities and activities throughout the District | Managing large capital projects (CS1) | Low | High | Treat | | Ongoing dialogue with funders Support from internal and external specialists re legal, technical and financial issues Financial monitoring/attendance of CPAM meetings | Malcolm Roseburgh |
| Place/ Support provision of cultural facilities and activities throughout the District | Failure of contracts e.g. leisure centres (CS2) | Medium | High | Treat | | Contracts in place or held over. Regular (monthly) contract monitoring meetings for main contracts Project Officer employed (RFC) | Malcolm Roseburgh |
| Place/ Support provision of cultural facilities and activities throughout the District | Memorial monuments falling causing injury (CS3) | Low | Medium | Treat | | Informal checks undertaken and rolling programme of rolling checks reintroduced | Malcolm Roseburgh |
| Outcomes/ Maintain Financial Health | Accidents at play areas (CS4) | Low | High | Treat | | Inspections carried out by staff. Insurance company inspect annually Park keepers on some sites | Malcolm Roseburgh |

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| Place/ Support provision of cultural facilities and activities throughout the District | Dilapidation of Leisure/Community Facilities (CS5) | Low | Medium | Treat | Control measure in place: securing internal and external funding, supporting VCS and parish councils with funding, improving planned preventative maintenance, transferring assets where possible, improved monitoring | Malcolm Roseburgh |
| Place/ Support provision of cultural facilities and activities throughout the District | Failure of business plan for Rosliston Forestry Centre (CS6) | Medium | Medium | Treat | Monthly performance meetings Annual review of business plan Development and implementation of new strategy Increase involvement of Forestry Commission in business planning Contract transition arrangements underway | Malcolm Roseburgh |
| Place/ Support provision of cultural facilities and activities throughout the District | Urban core cemetery space running out (CS7) | High | Medium | Treat | Continued internal meetings with Planning and Property Services to identify land opportunities | Malcolm Roseburgh |
| Place/ Support provision of cultural facilities and activities | Failing Infrastructure at Rosliston Forestry Centre. (CS8) | High | High | Treat | Condition survey has identified extent of problem. Responsibility planned to pass to incoming contractor but cost likely to be expressed through value of management sum. | Malcolm Roseburgh |

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| People/Protect and help support the most vulnerable, including those affected by financial challenges | Sustainability of the voluntary sector (CM1) | Very high | Medium | Treat | Service development proposal to continue community partnership scheme in future years. Continue partnership working with CVS. | Chris Smith |
| Place/Support provision of cultural facilities and activities throughout the District | Failure of Sharpe's Pottery Museum (CM2) | Medium | Medium | Treat | Councillor representation on board Attendance on board meetings by officers Support from Community Partnership Officer when required | Chris Smith |