Corporate Risk Register Year end position



Rows are sorted by Objective

Financial

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Ability to identify savings required by MTFS	Impact	Impact	Reducing	Council cannot fund full range of services in future Pressure on General Fund reserves	CLT and Cabinet work together to identify savings and income generation opportunities and to consider use of reserves in setting the budget for each year	Pete Hudson	This years' CLT/Cabinet budget workshops are being scheduled with the first one took place on 18th May. Business cases will be developed and presented at these meetings which identify potential savings or income generation opportunities. From 2021/22 it is expected that savings options will be presented arising from the investment in the DST programme. A base budget review will also be undertaken in September to identify any potential	

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							budget slack. These meetings will also considered how reserves may be used in the short term to smooth the delivery of savings.	
Business Rates appeals within forecast	Impact	Impact	Constant	Negative impact on MTFS ; further savings required	A prudent approach is taken to estimating likely successful appeals.	Diane Mitchell; Craig Scott	The VOA are continuing to process all ATM assessments and remove them from the rating list, in accordance with a recent Supreme Court ruling that confirmed that ATM's should not be rated as separate assessments. As this was expected ADC was able to increase it's Appeals provision to cover these once the schedules were issued by the VOA. In addition to the ATM's we have also received some additional adjustments for Doctors Surgeries which have resulted in further reductions in the RV assessments of purpose built Doctor's Surgeries. We considered that this matter	

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							had been closed during 2019–20 as we had received a large number of adjustments (these were anticipated and covered by additional Appeals Provision). It seems the VOA hadn't completed this task.	
Level of central government funding 2020 onwards	Impact	Impact	Reducing	Negative impact a MTFS ; further savings required	The Council will contribute to any consultation when proposals are announced, emphasising the need for resources to be allocated to deprived areas.	Pete Hudson	As a consequence of the pandemic the Spending Round for 2021/22 was set for 1 year rather than 3. The Government has since advised that the SR in Autumn 2021 will be for a longer period. It is not yet clear how the financial consequences of the ongoing pandemic might impact the level of Government resource going forward. As this information becomes clear it will be factored in the MTFS. The MTFS already includes some significant reductions in the level of Business Rates and NHB in	19-Apr-2021

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							line with the model provided by LG Futures.	
Introduction of Universal Credit	Likelihood	Impact	reducing	Potential loss of HRA rental income if tenants receiving UC choose not to pay their rent e.g. they spend this on elsewhere.	 The CAB operates an agency agreement with the DWP to assist residents who wish to claim UC. The Council has referral arrangements in place with the CAB. The Welfare Reform Group brings together a series of different disciplines and partners to ensure the Council's response to UC remains pro-active and robust Income Officers within the Income Team have all been trained to deal with UC cases. There is a formalised internal process for managing UC cases There is a UC action 	Martin Guest; Nicky Moss; Paul Parkinson	UC Is standardised now. All controls have been reviewed.	02-Jul-2021

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					plan in place. This needs reviewing regularly especially around resource requirements to manage the process			
Commercial property investment	Impact	Impact	reducing	• In alignment with Savings Strategy – expected reduced trading service costs/ increase income not realised • Reputational impact of trading services performing inconsistently with Council values • Alienation of customer base	 Robust monitoring arrangements for portfolio – stability of tenant, stability of market and macro economics Ensure adequate lease length (greater than 7 years) Ensure tenant has good financial standing and passes regular credit analysis (D+B) Property reserve to offset short term voids 	Pete Hudson	All tenants are currently paying their rents and it is not envisaged that this will change into the future. No further Investment Property acquisitions will take place from April 2021 in accordance with the revised Capital and Investment Strategies approved by Council in March 2021.	19-Apr-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Idlewells Shopping Centre - Potential for Business Owners (Elandi) in Administration	8	New 2021		Centre closure / reduced offer: Economic - loss of income from business rates Economic - reduced rental income from Indoor market Economic - Employment offer reduced Economic - Centre in decline / wider investment through Towns fund Physical - maintenance and repairs issues indoor market	Working relationship with Centre's management team ensuring fully aware of financial position as far as reasonably practical	Trevor Middleton	Met with Idlewells manager to discuss partnership working and town centre promotions. Elandi have created a brochure to market part of the shopping centre as a community hub or specialist entertainment offer – this to be circulate externally.	02-Jul-2021
Sustainability of HRA business plan and ability to invest in current and new stock	Likelihood	Impact	Constant	Inability to provide services and meet regulatory requirements Inability to build new housing stock Inability to cross fund general fund services	Regular review of HRA 30 Year Business Plan White Paper Action Plan	Phil Warrington	No change to assessment. Currently working through the financial implications of new regulation and seeking to adjust the Business Plan in line with this.	07-Jul-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Ability to deliver Towns Fund and Future High Streets Programme	Impact	Impact	Reducing	Opportunity lost to regenerate and repurpose town centres and local centres Reputational damage	 Specialists will be appointed to support business case development for Towns Fund and Future High Streets Funding projects Future High Streets Fund and Towns Fund delivery monitored through Pentana, Regen, Board and Discover Ashfield Board Team structure being reviewed to ensure sufficient resource 	Sarah Daniel;	Since December 2020 over £70m has been secured from the Future High Streets and Towns Funds. Business cases will need to be developed and approved by MHCLG to access the £62.6m offer from the Towns Fund. For Hucknall we are planning to submit a bid to the second round of the Levelling Up fund (submission date to be announced). Hucknall has not been identified as one of the priority places for this fund.	02-Jul-2021
Loss / delays in receipt of key income sources (Business Rates, Council Tax, Housing and Investment Property Rents)	Likelihood	Impact	Constant	Loss of income - increased write offs. Delays in receiving income leading to potential cashflow issues. Increased debt management and recovery costs. Potential impact on	 Reserve to cushion potential delays in payment of Investment Property income. Healthy HRA balances to manage short term cashflow issues from reductions/delays in 	Pete Hudson	The impact of the pandemic will continue to see permanent reductions in some income sources and also delays in income receipts. This is monitored on an ongoing basis and key impacts will continue to be reported through to CLT and Cabinet via periodic	

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				payment of preceptors and having sufficient income to meet cost obligations as they fall due.	housing rent Option to scale back costs associated with non-critical functions.		Financial monitoring reports. CIWG also receives regular update reports regarding Investment and Commercial Property income performance with twice yearly reporting of this to the Audit Committee. This reporting regime will also continue. Any significant permanent income loss will be reflected in updates to the MTFS.	

Legal & Regulatory Risk

Title Current Ris Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Ethical Governance – ability to implement changes to the Members' Code of Conduct and recommendatio ns of the Committee on Standards in Public Life (CSPL) and Peer Challenge	Impact	Constant	Significant resource to deal with implications of proposed Code of Conduct changes. Significant resource to deal with implications of implementing the recommendation of the CSPL Potential for negative perception of the Council which impacts upon the Council's reputation Potential for adverse impact upon the workings of the Council Without new	Committee in relation to the Committee on Standards in Public Life – report on Local Government Ethical Standards	Ruth Dennis; Michael Joy	Present Quarterly Complaint Monitoring reports to Standards and Personnel (Appeals) Committee Reports relating to the Committee on Standards in Public Life - report on Local Government Ethical Standards were presented to Committee in March 2019, July 2019 and October 2019, July 2020, December 2020 and March 2021. The Standards and Personnel Appeals Committee approved its 2021/22 work programme at its meeting in June 2021. The Work Plan includes an ongoing action to implement the CSPL Best Practice Recommendations.	02-Jul-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
	Matrix	2019/20 Matrix		legislation does not provide holistic response to the recommendation of the CSPL	to Standards and Personnel (Appeals)	Responsible	The Committee in March 2021 recommended a revised Code of Conduct to the Council AGM. The Council at its AGM on 20 May 2021 approved the revised Code which incorporates elements of the LGA Model Code. The roll out of the new Code	Assessment
							will now take place including revised training for Members and relevant Officers along with information on the Website and Intranet.	
							The Corporate Peer Challenge team has recommended training for Members and Officers in relation to the roles and responsibilities of Members and officers. The development of this training package has been delayed by the coronavirus	

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							presented to the Committee on 30 June to begin refreshing the existing Members' Development Strategy.	
Ability to achieve efficiencies and compliance from procurement reviews / improvement	Impact	Impact	Increasing	Penalties for non-compliance with legislation Inability to meet MTFS savings targets if procurement savings not achieved	 Agreement of a new Procurement Strategy setting out clear guidance for spending managers Particular emphasis on small value procurement (under £25k) to ensure that the Council has legally compliant processes in place Review of Procurement Arrangements (Shared Procurement Unit) to ensure objectives are being met 		The procurement review has concluded and a series of recommendations has been discussed with the Service Director, Resources and Transformation. A report will be taken to CLT to gain approval for the implementation of recommendations.	22-Jun-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Having an adopted LDF / Local Plan	Impact	Impact	Increasing	 Diminish ability to stimulate economic growth Increase likelihood of a developer lead approach to devt. Maximises potential for a significant award of costs against the authority Local Plan now at preferred approach. Need to publish next stage. Failure to achieve will set back timetable. If plan requires subsequent revision, will add delays. 	with Members to bring them on board • Keeping abreast of latest challenges; work with Planning Advisory Service and Planning Inspectorate	Sarris	Risk of intervention has increased as we are behind schedule with the currently agreed timetable. Covid has led to delays in developing strategic approaches due to the commissioning of external consultants and joint working with Nottinghamshire authorities. It is recognised that there have been significant changes to retailing and economic development over the past 18 months. As well as uncertainty over infrastructure projects such as HS2 and also development of new potential rail connections. Government created uncertainty with changes to expected housing delivery which had to be resolved to inform strategic approach	

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Risk of Government's Waste strategy setting unattainable targets around recycling and service provision. Including the requirement to provide free garden waste service and separate food waste collections	Impact	Likelihood	reducing	 potential fines from EU reputational damage 	· · · · · · · · · · · · · · · · · · ·	Alastair Blunkett;	The Government have released the consultation on consistency in waste collections. The consultation covers mandatory food waste and free garden waste collection. While mandatory food inspections are expected, the current expectation is that chargeable garden waste collections will be allowed to remain in place, though likely with guidance on potential charges. The consultation closes on the 4th July.	02-Jul-2021
Planning appeals	Impact	Impact	constant	surpass the 10% limit and end up in special measures	Councillor training, Officer training & monitoring	Christine Sarris	We are in a slightly better position than last quarter. Mitigation is that we are discussing risk in relation to this matter on a quarterly basis and we work through approaches. Additional information from the service area to support this is "Although we win appeals it does not affect	

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							the figures it is based on	
							the decisions we make and	
							of those decisions the ones	
							we lose	
							So we make 49 decisions in	
							last 2 years on Major apps.	
							A number we refused, only	
							a % of these go to appeal	
							and then some get allowed.	
							It is the number of total	
							decisions against the	
							number allowed.	
							Each one allowed is approx.	
							2%	
							Beck Lane drops off figures	
							after Sept	
							We have 4 appeals	
							outstanding at present.	
							I consider we appear to be	
							safe at least till the end of	
							the year."	

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Ability to meet statutory obligation process timescales (eg gas servicing)	Impact	Impact	Constant	1	Following current Govt guidelines in terms of evidencing all 'refusals' Tenants provided with safety leaflet relating to CO Weekly report to Housing Regulator	Chris Clipstone; Richard Davis	Due to the Coronavirus Pandemic a number of changes have been made to the Property Health and Safety Check / Service processes to adapt to the current situation. As a consequence of the Government's guidelines on social distancing / shielding and self isolation periods etc. there will be a number of gas services which have not been completed prior to the anniversary date. This is following the decision not to follow our usual processes to gain entry into a property whereby a Tenant does not wish to allow access to their home due to their interpretation of the Government's guidelines in relation to social distancing and shielding etc. We will also not enter a property	

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							where a Tenant has tested positive or is self-isolating due to symptoms etc.	
							The decision associated with this revised gas servicing process is detailed in the following ODR:	
							HAA-TEC/RD-ODR183 Whereby we are refused	
							access we will work with the Tenant and advise them of the importance of the gas service and the precautions that we can undertake to minimise any potential risk.	
Ability to comp with the regulatory regime set out by the Regulato of Social Housing	pood	New 2021		 Health and Safety prosecutions. Appearing on the Regulator of Social housing's 'Watch List'. Regulator Inspections. Inspection 	 Monthly updates at DMT against the Housing and Asset Corporate Risks to identify early warning indicators and tolerances Monthly review/updates 	Nicky Moss	The controls have been reviewed and remain the same. A white paper action plan is in place to manage this risk.	02-Jul-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
				downgrade following inspections. • Regulatory downgrade from current status. • Unlimited fines. • Removal of the Housing Stock. • Reputational damage to the Council.	against Social Housing White Paper Action Plan Quarterly reports on performance on Complaints Monthly updates to DMT on determinations from the Housing Ombudsman and failings from the Regulator of Social Housing for the sector Quarterly updates on our position against Regulatory Consumer Standards Quarterly key performance indicator report Quarterly review of Tenant Satisfaction Measures Quarterly FLEGAL update report			

Reputational

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Leisure Centre – Ability to complete the project on time, within budget and within scope	Impact	Impact	reducing	Reputational damage Delay on delivery benefits	Project programme established, with realistic timescales set, allowing for delays. Regular meetings held with project group where programme is monitored. When construction starts progress will be reviewed at fortnightly site meetings and monthly Steering Group meetings. Liquidated damages included in contract documents. Contractor required to produce detailed programme of works and to produce action plan to rectify delay if work falls behind programme. Reputational Damage due to cost/ time overrun and all Publicity	Theresa Hodgkinson; Darowen Jones	Works are progressing onsite to programme.	23-Apr-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Latest Assessment
					and contact with media	li .	
					to be managed by		
					Corporate		
					Communications		
					section. Project manager		
					being appointed to		
					ensure that the project		
					is kept to programme		
					and costs.		

Service Delivery

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Levels of sickness absence	Impact	Impact	Constant	Productivity Financial Employee morale Service delivery Remaining staff placed under increased pressure Reputational damage	 Robust management of sickness absence procedures by managers and robust procedures – Revised Absence Mgt Policy implemented Effective monitoring – monthly monitoring reports highlighting service area absence to assist CLT and managers in absence management Employee support mechanisms – Employee assistance programme implemented Appropriate occupational health support – Occupational Health 	Kate Hill; Nikki Morris	Levels of annual absence out-turn for 2020/21 lower than target (11% positive reduction). Management reports provided by HR on a monthly basis to CLT/managers/unions supplemented by an additional Director/HR monitoring meeting on reviewing directorate compliance with attendance management policy. HR produce an annual report which is presented to CLT, detailing absence levels, absence reasons, split between short and long term absence, costs of absence, Occupational Health and mitigating actions taken to address absence. Presented in June	

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
					provision reviewed		2021.	
Ability to Support and Safeguard Vulnerable people	Impact	Impact	Increasing	Life may be in danger, risk of major injury, further abuse or severe physical and mental health impacts Reputational damage to the Council	Working Groups	Nicky Moss	The controls remain the same. There is an action plan in place for Corporate Safeguarding 2021 which will mitigate the risks.	05-Jul-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
					referrals to manage reported cases and support and safeguard vulnerable people. Terms of reference in place for the Working Group – wide membership across the Council Corporate Leadership Team (CLT) is kept informed through a twice yearly annual tracker Corporate Safeguarding Lead for the Council is a member of the Nottinghamshire Safeguarding Partnership Action Plan in place which covers all aspects of safeguarding Audits undertaken – last			

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
					Audit 2019			
Workforce planning - ability to recruit and/or retain filled position to critical posts	Impact	Impact	Constant	Inability to provide critical service functions including statutory services whilst vacant Negative impact on delivery of critical functions that directly affect Corporate Plan priorities,, productivity, MTFS	 Implementation of Workforce Plan Identify Critical Posts and implement strategic plan to mitigate against risks of failure to recruit/retain quality staff to these positions 		Continue to review critical roles, resilience and capacity against essential services aligned to Covid response and transition to recovery planning. Cross referencd via monitoring reports against vacany list and identified hard to recruit posts and strategy to mitigate recruitment and retention challenges.	23-Apr-2021
Potential impact upon resource levels and capacity due to COVID 19	Impact	Impact	Constant	Ability to maintain service delivery both Essential Services and others Reduction in sufficient skills Reduced ability to Reduced ability to recruit	Maintain/update priority list of essential services	Karen Barke	Current level is maintained although the R rate is reducing it is still high in the local area and could still have an impact on resources and service delivery. Reporting is still undertaken and the attendance levels and impact on service delivery is monitored closely.	19-Apr-2021

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Ability to maintain service delivery due to absence levels related to COVID 19	Impact	Impact	Constant	Inability to provide all Essential Services Impact on the employees especially those on designated long term self-isolation	· ·	Karen Barke	Whilst the risk has remained the same the R rate is still relatively high in the area which could continue to impact in service areas especially in relation to employees self isolating. With increased testing in order to ascertain those who are A-symptomatic there is a likelihood that this could increase numbers of employees self isolating in addition the current strain of COVID-19 is more contagious.	

Strategic

Title	Current Risk Matrix	Year end 2019/20 Matrix	Trend	Consequences	Mitigating Actions	Officer Responsible	Comments	Latest Assessment
Temporary Accommodation - sufficient units to meet demand	ō	Impact	Constant	 Finance – higher bed and breakfast costs Statute – failure to meet statutory duty 	 Filter in more properties as become available through tenancy voids. Find additional resource to manage properties 	Phil Warrington	No change to assessment. Awaiting a rise in homelessness due to eviction moratorium ending.	07-Jul-2021
Effective Strategic Leadership of a Robust Coronavirus recovery plan	Impact	Impact	Constant	Failure to have effective recovery plans in place Failure to maximise partnerships and work with third sector to mitigate against Covid impact Failure to review and prioritise key actions and activities to support recovery Ineffective allocation of capacity and resources Failure to	update to CLT and Leadership meeting Ensuring suitable representation and input in LRF- Recovery Planning and Groups	Craig Bonar	LRF focus remains primarily on Covid response though with swing towards recovery actions aligned to the national road map on lifting of restrictions and new ways of working becoming business as usual. Senior management continue to actively participate in LRF Cells, SCG and TCG with robust sharing of key summary information and status and impacts within Ashfield. ADC is active participant in Covid Surge Community	23-Apr-2021

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				embed new ways of working and delivery models			Testing should a variant case be identified and well placed to provide strategic and operational leadership. Communications of national key messages on vaccinations, testing compliance etc remains robust. CLT monitor Covid response/recovery and required actions weekly. Political Leadership and members are active via Covid Response Scruting Forum.	