
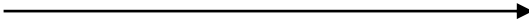


## Appendix 1: Corporate Risk Matrix

 <b>Risk Severity</b>	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
	1	2	3	4	5	
	<b>Risk Likelihood</b> 					

## Appendix 2: Corporate Risk Register

CR1	Culm Garden Village	Current Severity	Current Likelihood	Current Risk Rating
		4	5	20
<b>Risk Description:</b> Possible discontinuance of Government funding support.				
<b>Risk Owner:</b> Adrian Welsh		<b>Risk Type:</b> Economic/ Financial		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR1.1	Funding opportunities : Lobby for the creation of further funding opportunities and for further rounds of the garden communities capacity funding	Adrian Welsh	Satisfactory	23/10/2023
CR1.2	Further bids for capacity funding: To continue to secure external funding to support the project	Tristan Peat	Satisfactory	23/10/2023
<b>Notes:</b> This risk relates to the funding sources in place for the Culm Garden Village, rather than the delivery of the project. The risk likelihood has been increased from 4 to 5. Despite a number of requests, no update on funding has been provided.				
CR2	Cyber Security	Current Severity	Current Likelihood	Current Risk Rating
		5	4	20
<b>Risk Description:</b> Inadequate Cyber Security could lead to breaches of confidential information, damaged or corrupted data and ultimately Denial of Service. If the Council fails to have an effective ICT security strategy in place. Risk of monetary penalties and fines, and legal action by affected parties.				
<b>Risk Owner:</b> Brian Trebilcock		<b>Risk Type:</b> Data Protection/Information Security		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR2.4	Multi Factor Authentication on VPN: Reduce risk of unauthenticated/ unauthorised access to network - testing being planned	Lisa Lewis	24/10/2023	Action Required (see notes)
CR2.5	Regular Vulnerability scans on network devices: ICT use 'Nessus' vulnerability scanner to access and detect vulnerabilities on all network devices. Mitigation is then completed to remove or reduce the risk due to the vulnerability.	Brian Trebilcock	24/10/2023	Satisfactory

**Notes:**

Local Government Association (LGA) Technical Incident exercise was completed, and the report was fairly positive. LGA/EPC Organisational Incident response exercise is scheduled for 29 November 2023, it will include senior staff, ICT, and officers from Revenues and Benefits. The risk rating of CR2 and CR5 will be reviewed following this.

Review of mandatory Cyber Awareness training ongoing, on last check 82% annual completion rate. Ideally this would be at 90%. There is some investigations for other training related to Cyber security, costs and recommendations will be taken to the IT and Information Governance Board meeting in the future for approval and budget planning.

The introduction of email 'Phishing' simulations will commence as soon as the ICT security board has been convened and approval has been sought.

ICT Security Board has been convened and has had its first meeting. Improvements to the ICT backup and disaster recovery provision have been approved and are in the process of being setup and configured. This will provide MDDC with a Virtual 'Cloud' based recovery centre to re-establish all of the in-house servers. Recovery will go from days to hours.

Multi-Factor Authentication for access to the Virtual Private Network (VPN) has been tested, both using Hardware tokens and Microsoft Authenticator, there is a considerable cost to using hardware tokens and there is some concerns from Officers about that the use of MS Authenticator on personal devices for work use.

Devon Audit Partnership have started the annual ICT audit – results expected towards the end of Jan 2024.

Ongoing review and mitigation from vulnerability scans, however with reduced staffing this takes longer and increases the risk.

CR2.5 Added in October 2023.

CR3	Failure to meet Climate Change Commitments by 2030	Current Severity	Current Likelihood	Current Risk Rating
		3	5	15
<b>Risk Description:</b> Due to a variety of factors, there is a risk that the Council will not meet its goal of becoming carbon neutral by 2030. There is also a risk that the Council will not achieve district-wide progress to meet obligations under the Climate Act 2008 for climate adaptation (resilience) and mitigation (emission reductions).				
<b>Risk Owner:</b> Paul Deal		<b>Risk Type:</b> Environmental		
<b>Mitigating Actions</b>		<b>Responsible Officer</b>	<b>Current Effectiveness</b>	<b>Review Date</b>

CR3.1	Policy and Strategy: Policy and strategy relevant to the climate emergency includes: <ul style="list-style-type: none"> <li>• Corporate Plan 2020-2024 sets a number of relevant aims;</li> <li>• Climate Strategy and Handbook 2020-2024;</li> <li>• Housing Strategy 2021-2025;</li> <li>• Procurement Strategy (March 2023);</li> <li>• Cabinet adopted a new Climate Emergency planning policy statement (March 2023);</li> <li>• Local Plan 2013-2033 review; Plan Mid Devon sets the Climate Emergency as the top overarching priority for the next Local Plan.</li> </ul>	Jason Ball	Satisfactory	18/10/2023
CR3.2	Oversight and decision-making: To embed a consistent approach to committee reports, project reports and decision-making, considering the potential climate impacts and opportunities and adaptation needs linked to the climate crisis.	Jason Ball	Action Required	18/10/2023

**Notes:**

Corporate activity: Good progress has been made in many aspects such as electricity usage, however the overall carbon footprint has increased since 2018/2019. This is in part due to the additional capital investment undertaken including the Salix decarbonisation works at Crediton and Tiverton leisure centres, plus other building and retrofit projects. This investment will make a difference in the future (reduction of annual footprint from energy use). Plans are being developed for the next major projects which will also contribute to carbon reduction in the future. The Corporate Management Team agreed draft guidance on climate and sustainability statements (e.g. projects and committee reports).

Community activity: relevant Council activities in partnership with and in support of communities include engagement projects, efforts to boost green transport, planning policies and Local Plan review (climate change being the over-arching priority), development masterplanning, public health initiatives (e.g. private sector housing) and emergency / resilience planning.

CR4	Homes for Ukraine Scheme	Current Severity	Current Likelihood	Current Risk Rating
		3	3	9
<b>Risk Description:</b> There is a risk of the 'Homes for Ukraine scheme' failing should the host relationship breakdown and re-matching is not an option. Where refugees cannot afford to pay for private accommodation the Council has a Homelessness Duty.				
<b>Risk Owner:</b> Simon Newcombe		<b>Risk Type:</b> Social		
<b>Mitigating Actions</b>		<b>Responsible Officer</b>	<b>Current Effectiveness</b>	<b>Review Date</b>

CR4.1	Collaboration: Continue to engage with DLUHC, LGA and DCN on scheme roll out, pressures and risks/updated national guidance etc. Reviewing a Devon-wide exit strategy around pending housing/accommodation pressures once hostings end – joint solutions (work in progress).	Simon Newcombe	Satisfactory	25/10/2023
CR4.3	Re-matching demand: Re-matching demand is relatively low (host/guest arrangements ending early) and single figures but starting to see increase due to rurality of some hosts and requirement to be closer to employment, services and schools.	Simon Newcombe	Satisfactory	25/10/2023
<b>Notes:</b> Team Devon collaboration remains effective and implementation of private rental sector (PRS) transition support together with acquisition of accommodation under Local Authority Housing Fund (LAHF) funding is managing risk. Ongoing budget review around remaining funding with high likelihood of being able to extend VSCE support contracts (e.g. CHAT) across scheme end in March 2024.				

CR5	Information Security	Current Severity	Current Likelihood	Current Risk Rating
		4	3	12
<b>Risk Description:</b> Inadequate data protection could lead to breaches of confidential information and ultimately enforcement action by the ICO.				
<b>Risk Owner:</b> Giovanni Wallace		<b>Risk Type:</b> Data Protection/Information Security		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR5.1	Completion of ROPA/RACI: Audit of our Records of Processing Activities (ROPA) and data ownership comprised of identified Responsible, Accountable, Consulted, Informed (RACI model) being compiled.	Lisa Lewis	Action Required	25/10/2023
<b>Notes:</b> ROPA / RACI coming on at a steady pace. With the implementation of the redacted versions on SharePoint, risks and ownership will be managed with select champions. This will help drive data minimisation and accountability, complying with the ICO principles.				

CR7	Financial Sustainability	Current Severity	Current Likelihood	Current Risk Rating
		4	4	16
<b>Risk Description:</b> The council faces a range of financial challenges. We are subject to ongoing budget reductions whilst the cost of providing services continues to increase due to a range of inflationary pressures. We are also subject to single year budget settlements which impacts on				

the ability for medium term financial planning. We need to be able to plan and meet these challenges so that we can continue to deliver effective services and achieve the priorities we wish to.				
<b>Risk Owner:</b> Paul Deal			<b>Risk Type:</b> Economic/Financial	
<b>Mitigating Actions</b>		<b>Responsible Officer</b>	<b>Current Effectiveness</b>	<b>Review Date</b>
CR7.1	Business Plans: Service Business Plans are reviewed each financial year with suggestions for revised performance targets based on budget to be agreed by Cabinet Member and PDG.	Paul Deal	Satisfactory	27/10/2023
CR7.2	Identify Efficiencies: Taking proactive steps to increase income and reduce expenditure through efficiencies, vacancies that arise and delivering services in a different way.	Paul Deal	Satisfactory	27/10/2023
CR7.3	Reserves: Cabinet have taken the decision to recommend a minimum general reserve balance of £2m.	Paul Deal	Fully Effective	27/10/2023
CR7.4	Set Budget: Each year as part of the budget setting process, members are consulted via PDGs in time to evaluate savings proposals.	Paul Deal	Fully Effective	27/10/2023
CR7.5	Medium term planning: Work to close the budget gap is on-going. A range of options are being considered but Covid, business rates and uncertainty over fair funding review make the situation extremely challenging. To close the budget gap and maintain services: We continue to work with managers to reduce costs and explore new income streams.	Paul Deal	Satisfactory	27/10/2023
<b>Notes:</b> Work continues to identify the in-year savings required to offset the draw from reserves with good progress being made. Medium Term Financial Plan discussions also are in progress with a strategy being developed that will deliver a balanced budget for 2024/25 and mitigate longer term shortfalls. The council's financial position is closely linked to its ability to provide high performing services.				

<b>CR8</b>	<b>Quality of Planning Committee Decisions</b>	<b>Current Severity</b>	<b>Current Likelihood</b>	<b>Current Risk Rating</b>
		4	4	16
<b>Risk Description:</b> Planning decisions are monitored at Government level nationally – the risk is to stay significantly below 10%. Over 10% could put a Local Planning Authority into special measures. Links to Performance Indicator measures 11a, 11b, 12a and 12b.				
<b>Risk Owner:</b> Angharad Williams			<b>Risk Type:</b> Reputation	

Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR8.1	Planning Advisory Service Committee Review being undertaken: To minimise risk associated with decision making and Government targets	Angharad Williams	Satisfactory	25/10/2023
CR8.2	Planning Advisory Service Training being undertaken: To minimise risk associated with Government targets and decision making	Angharad Williams	Satisfactory	25/10/2023
CR8.3	Regular informal planning committee meetings: Keeping planning committee informed of all appeals and upcoming planning policy, and any actions the Council is making.	Angharad Williams	Satisfactory	25/10/2023
<b>Notes:</b> Committee continues to make sound decisions and follow recommendations. At the next review it is hoped to reduce the risk rating to reflect the continued positive progress that committee have made.				

CR9	SPV – 3 Rivers – Failure of the Company (superseded by delivery of closedown plan)	Current Severity	Current Likelihood	Current Risk Rating
		5	5	25
<b>Risk Description:</b> Ability to deliver the close down plan to timetable/ budget and generate the estimated sales receipts. Finishing the Haddon Heights development per budget. Generating the estimated sales at both developments - set against a challenging housing market.				
<b>Risk Owner:</b> Paul Deal		<b>Risk Type:</b> Economic/Financial		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR9.1	Cabinet: Regular meetings with Shareholder Representatives and updates to Cabinet on progress with the recommendations action plan and projects.	Andrew Jarrett	Completed	18/10/2023
CR9.2	Regular monitoring: The Board of 3 Rivers deliver a half yearly report to the Cabinet which provides an update on their delivery against their business plan. We charge interest to them at a commercial rate in order to maintain an “arms-length” relationship and the interest provides some mitigation to the outstanding principal.	Andrew Jarrett	Completed	18/10/2023
CR9.3	Weekly meetings: Meetings are now held each week between the Shareholder Representative, the Corporate Manager for	Andrew Jarrett	Fully Effective	18/10/2023

	Finance, and the company to track progress against the closedown plan. An update on all material transactions will be provided to Cabinet at regular intervals.			
<p><b>Notes:</b>  Please note the addition of the text in parentheses as part of the risk name.  The risk description has been amended from:  “This will depend on Economic factors and the Company’s success in the marketplace commercially.  For MDDC the impacts will be:</p> <ul style="list-style-type: none"> <li>• 3 Rivers are unable to service and repay the loan from MDDC</li> <li>• Not receiving the forecast additional income</li> <li>• Not supporting corporate objectives.”</li> </ul> <p>Actions CR9.1 and CR9.2 are marked as complete and have been replaced by the new action CR9.3.</p> <p>The company are actively marketing their current remaining development projects. St George’s Court is now substantially complete and negotiations are ongoing with the Council’s Housing Revenue Account. Haddon Heights is estimated to be completed in the next couple of months and the company currently has 3 good offers and interest in a number of the other units.</p> <p>Please note the addition of Risk CR9a.</p>				

<b>CR9a</b>	<b>Risk Name: Reputational Impact of 3 Rivers</b>	<b>Current Severity</b>	<b>Current Likelihood</b>	<b>Current Risk Rating</b>
		2	5	10
<p><b>Risk Description:</b>  A decision has now been made to soft close the company, so the remaining reputational risks are that public debate in future inadvertently damages the value of assets by hindering the remaining sales. Public debate has, at times, included unhelpful and inaccurate statements about the company and the consequential impact on the council, with these inaccurate statements being repeated in wider circles. This risk is likely to continue until such time as all remaining assets are sold and company activity is wound down.</p> <p>This risk is expressed as damage to the company (and hence the council as shareholder).</p>				
<b>Risk Owner:</b> Stephen Walford		<b>Risk Type:</b> Reputational		
<b>Mitigating Actions</b>		<b>Responsible Officer</b>	<b>Current Effectiveness</b>	<b>Review Date</b>



CR9a.1	Committee and council chairs feeling empowered to appropriately challenge poor behaviour during public meetings.	Stephen Walford and Maria De Leburne	Satisfactory	October 2023
CR9a.2	Elected members being comfortable with steps being taken and managing debate amongst themselves in a respectful way.	Andrew Jarrett and Maria De Leburne	Satisfactory	October 2023
<p><b>Notes:</b>  Unanimous decision on next steps provided the council with an opportunity to move away from the uncompromising and often tribal debate of the past, which many past members reported as hostile and toxic. There has been a welcome movement in the risk arising from public debate being represented in local sales markets via a range of media channels.</p>				

CR10	Cullompton Town Centre Relief Road	Current Severity	Current Likelihood	Current Risk Rating
		5	5	25
<b>Risk Description:</b> Inability to deliver the Cullompton Town Centre Relief Road				
<b>Risk Owner:</b> Adrian Welsh		<b>Risk Type:</b> Economic/Financial		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR10.1	Alternative Funding: Alternative funding opportunities continually being explored.	Adrian Welsh	Satisfactory	23/10/2023
CR10.2	Ongoing Homes England Discussions: Officers discussing ongoing Housing Infrastructure Fund support and potential for other funding possibilities	Adrian Welsh	Satisfactory	23/10/2023
CR10.3	Ongoing discussions with land promoters: Ongoing discussions to maximise private funding potential.	Adrian Welsh	Satisfactory	23/10/2023
CR10.4	Land Assembly: As part of the next steps Officers also propose to continue land assembly discussions so as to seek opportunities to de-risk the project and assist in unlocking the scheme's delivery.	Adrian Welsh	Satisfactory	23/10/2023
CR10.5	Continue to develop and deliver complementary projects: Continued delivery of related schemes (such as the Railway Station and the Heritage Action Zone public realm scheme) help to demonstrate the case for investment in the town and that Cullompton is geared up for delivery.	Adrian Welsh	Satisfactory	23/10/2023

CR10.6	Government Lobbying: Working with local MPs, Devon County Council and senior Members to lobby for investment.	Adrian Welsh	Satisfactory	23/10/2023
<b>Notes:</b> Conversations ongoing with government agencies regarding funding options, particularly regarding recent government transport funding announcements. Work continues with Devon County Council to explore options to further de-risk the project.				

<b>CR11</b>	<b>Cost of Living Crisis</b>	<b>Current Severity</b>	<b>Current Likelihood</b>	<b>Current Risk Rating</b>
		4	4	16
<b>Risk Description:</b> The high rates of inflation experienced in 2022 and 2023 have the potential to impact on council employees, residents, communities and businesses in Mid Devon. In turn this may affect the council in terms of increased costs, reduced council income, and put additional pressure on council services.				
<b>Risk Owner: Dean Emery</b>		<b>Risk Type: Financial, Social</b>		
<b>Mitigating Actions</b>		<b>Responsible Officer</b>	<b>Current Effectiveness</b>	<b>Review Date</b>
CR11.1	Benefit administration: The council delivers a range of benefits which support the financial position of our residents. This includes the Housing Support Fund, Discretionary Housing Fund, and the Exceptional Hardship Fund.	Fiona Keyes	Fully Effective	18/10/2023
CR11.2	Council Tax Reduction Scheme: The council has introduced a new scheme (from 1 April 2023) which provides a more generous level of support.	Fiona Keyes	Fully Effective	18/10/2023
CR11.3	Shared Prosperity Fund (SPF): The SPF and Rural England Prosperity Fund Investment Plans have a number of projects designed to support businesses and community organisations over Jan 2023 – March 2025. This includes grant schemes to support innovation and decarbonisation projects including those that reduce energy costs and increase productivity.	Zoë Lentell	Fully Effective	18/10/2023
<b>Notes:</b> The community are still struggling with increasing costs, and this is reflected in the Council Tax and Business Rates collection rates. The Housing Support fund is seeing many applications including repeats. Council Tax Reduction is high and MDDC has a 100% scheme which helps reduce the Council Tax that people need to pay. Support is available for vulnerable people and households when referred.				

CR12	Housing Crisis	Current Severity	Current Likelihood	Current Risk Rating
		4	3	12
<p><b>Risk Description:</b>            Failure to supply sufficient housing to meet Mid Devon's needs leading to increased homelessness and increased temporary accommodation (TA). There may be insufficient TA to meet demand and financial pressure is placed on the Council through increasing volume of and dispersed provision of TA. Co-linked failure to prevent homelessness occurring through increasing demand on resources, poor existing housing and failure to meet prevention duty/deliver mitigating actions including support to vulnerable residents.</p> <p>It is a statutory duty on the Council to prevent and provide relief/assistance to people threatened with or actually presenting as homeless. There is a local, regional and national shortage of affordable housing including social housing at the most affordable social rent level with a significant, growing waiting list of those registered on Devon Home Choice. Together with the current, ongoing cost of living crisis and other pressures this is leading to a growing housing crisis.</p>				
<b>Risk Owner:</b> Simon Newcombe		<b>Risk Type:</b> Financial, Social		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR12.1	MDDC Housing Strategy 2021-2025: Coherent, corporate approach to providing affordable homes and maintaining housing quality	Simon Newcombe	Action Required	25/10/2023
CR12.2	MDDC Homeless Prevention & Rough Sleeping Strategy 2020-2025: Focus on rough sleeping, prevention, accommodation options and client support	Simon Newcombe	Satisfactory	25/10/2023
CR12.3	Strategic lobbying on social housing funding, flexibilities and homelessness pressures: Continued membership of DLUHC LA Strategic Housing Advisory Group	Simon Newcombe	Fully Effective	25/10/2023
CR12.4	Devon Housing Forum: Regional engagement and collaboration on affordable housing delivery and supported housing – continued engagement	Simon Newcombe	Satisfactory	25/10/2023
CR12.5	Local Plan housing delivery: Market provision of affordable homes	Tristan Peat	Action Required	16/11/2023
CR12.6	Mid Devon HRA Development Programme: 500 new homes 2022/23 – 2026/27	Simon Newcombe	Satisfactory	25/10/2023
CR12.7	Temporary Accommodation: Opportunities to purchase HMO or similar shared market accommodation to meet TA	Simon Newcombe	Satisfactory	25/10/2023

	needs/successful business cases made into capital programme. Two HMOs recently purchased, available 2023/24			
CR12.8	Empty Homes: Bringing empty homes back in to use/local leasing scheme for TA (link to CR12.7) or to alleviate wider	Simon Newcombe	Action Required	25/10/2023
CR12.9	Long-term development voids: Effective use of long-term development voids in Mid Devon Housing stock as TA where safe	Simon Newcombe	Satisfactory	25/10/2023
CR12.10	Ivor Macey House: Ongoing provision of Ivor Macey House supported TA accommodation (MDH HRA lease to G/F)	Simon Newcombe	Satisfactory	25/10/2023
CR12.11	Housing Options team staff case load resourcing: Rolling review and successful vacancy approvals	Simon Newcombe	Satisfactory	25/10/2023
CR12.12	Homelessness Prevention Grant: Full utilisation of Homelessness Prevention Grant	Simon Newcombe	Satisfactory	25/10/2023
CR12.13	Funding applications: Successful bids into DLUHC Rough Sleeper Initiative (RSI). £300k+ RSI secured over 3-year programme from 2022/23	Simon Newcombe	Satisfactory	25/10/2023
CR12.14	Successful drawdown of Local Authority Housing Funding (2023/24): Homes for Ukraine/Afghan Schemes, two properties purchased under Phase 1, Phase 2 under review	Simon Newcombe	Fully Effective	25/10/2023
CR12.15	Private Sector Homes for Ukraine: Team Devon Homes for Ukraine scheme Private Sector Housing transition support	Simon Newcombe	Satisfactory	25/10/2023
CR12.16	Residents Financial Support: Cost of living pressure, grants and signposted support, help with/access to benefits ( <a href="https://www.middevon.gov.uk/residents/residents-financial-support/">https://www.middevon.gov.uk/residents/residents-financial-support/</a> )	Dean Emery	Satisfactory	25/10/2023
CR12.17	Housing Assistance Policy (Better Care Funding): living well at home/homeless prevention and Home Start grants/loans	Simon Newcombe	Satisfactory	25/10/2023
<p><b>Notes:</b>  Draft Housing Options audit provides for good assurance on process but increasing pressures on caseload and temporary accommodation costs noted alongside increase pressure on provision of care leaver accommodation - these factors may result in risk likelihood increase to 4 to overall risk, however pending Housing Options team structure and budget review to inform first. Delivery against other mitigating actions is on-track and positive regards; HRA development programme, LAHF properties acquisition and PRS transition under Homes for Ukraine scheme, Q1-Q2 Housing Assistance Policy outputs and strategic engagement with Devon Housing Commission.</p>				

CR12.5 Local Plan housing delivery: Positive action is being taken including Cabinet approving the Meeting Housing Needs Supplementary Planning Document (November 2023). The council supports Community Land Trusts (and associated housing schemes) and continues to negotiate with developers etc.

CR12.14 was marked as complete in October 2023.

This risk also has interdependencies with Corporate Risk 11: Cost of Living Crisis.

CR13	Operation of a Waste Management Service	Current Severity	Current Likelihood	Current Risk Rating
		4	3	12
<b>Risk Description:</b> Operating and maintaining a continuous waste management service across Mid Devon within budget faces a range of risks. These include staff recruitment and retention, workforce sickness and the maintenance and operation of fleet vehicles.				
<b>Risk Owner:</b> Matthew Page		<b>Risk Type:</b> Financial, Technical, Reputational		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR13.1	Workforce management: Regularly reviewing (Morning Managers' catch-up calls, monthly budget monitoring and quarterly performance reviews) the state of the workforce and how it is performing in terms of vacancies, recruitment, sickness and the impact it is having on collections and rounds. This also includes reviewing our Business Continuity Plan and whether we need to widen the flexible provision of the workforce.	Darren Beer	Satisfactory	26/10/2023
CR13.2	Employment Trends: Review trends in the wider employment market regarding key workers including HGV drivers and what the Council needs to do to ensure we are industry competitive regarding recruitment.	Darren Beer	Satisfactory	26/10/2023
CR13.3	Fleet Vehicles: Vehicle provision including maintenance and operation is reviewed on a daily basis by the Fleet Manager. Two weekly meetings are set up with SFS (maintenance and lease provider) backed up by quarterly meetings with MDDC and SFS management. Regular meetings are set up with other	Darren Beer	Satisfactory	26/10/2023

	MDDC services that use the fleet to ensure current contractual guidelines and compliance are adhered to.			
<b>Notes:</b> Levels of sickness including long term sickness is being managed with the sickness rate per FTE reducing and keeping staffing under close review. The risk remains going into the Winter period.				

<b>CR14</b>	<b>Workforce Shortage</b>	<b>Current Severity</b>	<b>Current Likelihood</b>	<b>Current Risk Rating</b>
		3	2	6
<b>Risk Description:</b> If the Council fails to manage sickness absence, recruit and/or retain sufficient suitable staff it may not be able to maintain essential and/or statutory services.				
<b>Risk Owner:</b> Matthew Page		<b>Risk Type:</b> Legal, Financial, Reputational		
<b>Mitigating Actions</b>		<b>Responsible Officer</b>	<b>Current Effectiveness</b>	<b>Review Date</b>
CR14.1	Sickness Absence: Review and monitor sickness absence data to identify trends and patterns behind sickness absence	James Hamblin	Satisfactory	19/10/2023
CR14.2	Monitor and Manage Staff Turnover: Review data from the exit interview process to identify trends and patterns behind why staff leave.	James Hamblin	Satisfactory	19/10/2023
CR14.3	Retention: Consideration of employee benefits at the Council.	James Hamblin	Satisfactory	19/10/2023
<b>Notes:</b> Pay award is now finalised. Sickness, turnover being discussed within services at the Quarterly Performance Meetings. Ongoing conversations with LT regarding benefits.				

<b>CR15</b>	<b>Corporate Property Fire Safety</b>	<b>Current Severity</b>	<b>Current Likelihood</b>	<b>Current Risk Rating</b>
		3	3	9
<b>Risk Description:</b> Upcoming changes in legislation will place more stringent demands on the council in terms of fire safety across its corporate property estate. Failure to meet these standards could lead to penalties being imposed by the Fire Service including fines, which would be an additional cost to any investment required to complete repairs.  The corporate property estate requires investment to ensure that significant fire safety risks, identified through external fire safety health checks, are mitigated. Budget is in place for 2023/24 but this process will take some time to complete.				

There are a number of sites which require fire safety checks. It is likely that these will identify fire safety risks that will require remediation. These will be addressed on a priority basis.

As with any risk associated with fire, there is a potential for damage or loss to property and/or life.

**Risk Owner:** Stephen Walford

**Risk Type:** Physical, Reputational, Financial

Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR15.1	Fire Safety Investment (2023/24): Funding has been allocated to implemented fire safety improvements.	Keith Ashton	Satisfactory	October 2023

**Notes:**

Added to the Corporate Risk Register in November 2023.

CR16	Building Control Service viability	Current Severity	Current Likelihood	Current Risk Rating
		3	3	9
<p><b>Risk Description:</b> The NMD Building Control Partnership has been struggling with maintaining staffing levels for the past two years owing to a national shortage of skilled Building Control officers and skilled support staff. The service has continued to meet obligations by utilising agency staff. But changes presented through the Building Safety Act 2023 and the creation of the Building Safety Regulator are likely to result in further pressures in terms of attracting and retaining skilled permanent staff and in terms of service viability owing to additional duties placed upon the service in an increasingly challenging economic climate.</p>				
<b>Risk Owner:</b> Andrew Howard, Building Control Manager		<b>Risk Type:</b> Reputational		
Mitigating Actions		Responsible Officer	Current Effectiveness	Review Date
CR16.1	Staff skills: Ensure existing staff are adequately trained and qualified in order to meet the new requirements of the Building Safety Regulator so that NMD can effectively discharge its legal duties	Andrew Howard	Satisfactory	October 2023
CR16.2	Recruitment and retention: Address staffing and skills shortage and reliance on agency surveyors by continuing to seek to recruit new staff to the service, building on recent successes.	Andrew Howard	Action required	October 2023

CR16.3	Fee Income: Ensure the service remains competitive and robust in terms of its fee charging, balancing the need for market share with effective cost recovery	Andrew Howard	Satisfactory	October 2023
CR16.4	Prepare for new reporting obligations: Continue to preparation for the introduction of the new reporting obligations for the BSR, due to commence in April 2024 – including ensuring appropriate systems are in place.	Andrew Howard	Action required	October 2023
<b>Notes:</b> Added to the Corporate Risk Register in November 2023.				