

Risk Register

Report Level: Cross Cutting Risks

Risk Code	Risk	Lead Officer	Probability	Severity	Score	Controls with RAG Status & Control Owner	Risk Target	Date For Review
CCR1	Failure to develop a balanced budget managing Council Priorities within available funding	Andrew Cummings	2	3	6	1. Develop a series of savings proposals and income generation opportunities to meet the targets in the MTFP Andrew Cummings	6	28/02/2023
						2. Continue to explore the development of appropriate partnerships and efficient joint ventures Kathy O'Leary		
						3. Potential to increase income through measures such as: Council Tax and fees and charges Andrew Cummings		
						4. Establish and implement a public consultation strategy Andrew Cummings		
						5. Ensure Treasury Management and Capital Strategies are aligned with targets in the MTFP Andrew Cummings		
						6. Use budget monitoring to ensure that budgetary control is maintained and income targets are monitored Andrew Cummings		
CCR2	Information Governance Compliance - The loss of control of data processed by the council	Owen Chandler	2	4	8	Develop consistent Data Sharing practices and agreements Owen Chandler	4	01/08/2022
						Develop Information Governance Champions Owen Chandler		

						Improved insight of iGov function through improved reporting and recording of service usage, trends and feedback.	Owen Chandler		
						Improved retention policy compliance	Owen Chandler		
						Improved use of automation in council retention	Owen Chandler		
						Up to date and accessible Training & Guidance	Owen Chandler		
CCR4	Unable to secure continuity of services during normal business hours ALSO RELATES TO CCR 16	Mike Hammond	3	3	9	1. Council to identify priorities, and required resources, as part of the MTFP process	Andrew Cummings	9	07/10/2022
						2. Ensure ICT hardware and software maintained at appropriate levels	Sean Ditchburn		
						3. Individual service continuity plans fit for purpose and adhered to	Mike Hammond		
						4. Workforce plan to secure expertise to avoid service failures	Lucy Powell		
						5. Ensure data backup system fit for purpose	Steve Colwill		
						6. Adequate resources on hand to respond to emergencies	Andrew Cummings		
						7. Communication strategy to keep stakeholders informed of service availability	Sean Ditchburn		
CCR8	The Council is required to increase its contributions to the Gloucestershire Pension Fund above the MTFP provision.	Andrew Cummings	2	2	4	1. Ensure service redesigns or other staffing changes takes account of financial impact of changed staffing levels on pension fund contributions	Andrew Cummings	4	31/10/2022
						2. Ensure MTFP accurately reflects contribution likely to be required based upon	Andrew Cummings		

						current funding levels and future projections			
						3. Ensure Treasury Management decisions take account of investment benefits potentially available from ad hoc payments to pension fund	Andrew Cummings		
CCR9	Cost of providing waste and recycling services to the district currently constitutes around a third of the organisations budget. As such any budgetary implication is of significant consequence to the MTFP. An emerging facet of this risk is the Environment Bill that could include legislative changes impacting our financial position.	Mike Towson	3	2	6	1. Monitor and manage new garden waste customer requests to maximise revenue from the service.	Mike Towson	2	28/09/2022
						2. Effective management of UBICO contract.	Mike Towson		
						3. Maximise effective use of existing resources.	Mike Towson		
						4. Keeping up to date with emerging legislative changes and good practice.	Mike Towson		
CCR10	Difficulty in recruiting and retaining staff with the right skills, values and behaviours	Lucy Powell	3	2	6	1. Adopt policies which promote staff development and retention, in line with the SDC people Strategy	Lucy Powell	2	30/09/2022
						2. Adoption and implementation of efficient and professional recruitment policies and practices	Lucy Powell		
						3. Purchase and implement HR software with effective recruitment modules	Lucy Powell		
						4. Where appropriate developing partnership arrangements with other public sector partners to share risk and build capacity	Lucy Powell		
						5. Transfer risk through outsourcing if appropriate	Lucy Powell		

						6. Review benefit package for staff, including financial and non-financial rewards measure	Andrew Cummings		
CCR18	The loss of income from recycling/incentive credits and the potential for increased costs of recycle processing.	Mike Towson	4	3	12	Effective management of the UBICO contract	Mike Towson	9	28/09/2022
					Keeping up to date with emerging legislative changes and good practice.	Mike Towson			
					MRF Contract - the value of recycles collected by the Council are determined by industry benchmarks, this may have an impact of the amount received (income) or the costs incurred of disposal	Mike Towson			
					To keep lines of communication open with the County Council to maximise the lead in time for any changes to payment received	Mike Towson			
CCR19	COVID-19 pandemic	Kathy O'Leary	3	3	9	Weekly Overview of all Covid-19 response work, business as usual, comms, staffing	Kathy O'Leary	6	27/04/2022
CCR20	Government white paper on levelling up results in changes to local government structure or funding	Kathy O'Leary	4	2	8	Active engagement with Gloucestershire County Council as they work towards their proposal for a County Deal	Kathy O'Leary	3	01/12/2022
					Assess impact of White Paper and work with neighbouring authorities	Kathy O'Leary			
					Medium Term Financial Planning process to include financial implications of levelling as they become known	Andrew Cummings			
CCR92	High levels of inflation impacting upon Council budgets and Service Delivery	Andrew Cummings	4	3	12	Capital Budgets must include sufficient contingency to allow for inflation and this should be	Andrew Cummings	4	31/10/2022

						<p>incorporated within the Budget Strategy.</p> <p>HR Policies and Advertising should include details of the wider benefits of working for SDC</p> <p>The Budget Strategy and Medium Term Financial Plan should include a medium term analysis of the level of inflation. This will incorporate wage inflation, contract inflation and inflation within the capital programme.</p> <p>Appropriate levels of increase on fees and charges as well as rents and Council Tax (within statutory limits) must also be incorporated.</p>	<p>Lucy Powell</p> <p>Andrew Cummings</p>		
CCR93	Low of levels of staff wellbeing and mental health	Andrew Cummings	3	2	6	<p>A comprehensive set of employee support tools which are also open to elected members. This is to include mental health first aiders and counselling services.</p> <p>Absence monitoring is used to track levels of mental health absences and corrective action taken where appropriate</p> <p>An annual staff survey, supplemented by more regular wellbeing surveys, is used to understand the current priorities for staff and respond accordingly.</p> <p>Creation and promotion of a set of Corporate Values and Behaviours to reflect the culture that we desire at SDC</p>	<p>Lucy Powell</p> <p>Lucy Powell</p> <p>Lucy Powell</p> <p>Lucy Powell</p>	1	30/09/2022

						<p>Introduction of wellbeing champions to engage with staff across the Council to talk openly about wellbeing and working with HR, SLT and LMT to share thoughts and recommendations on staff wellbeing</p> <p>Maintaining our workplace wellbeing award from Healthy Lifestyles Gloucestershire</p> <p>Member development group to consider development need of Councillors</p>	<p>Lucy Powell</p> <p>Lucy Powell</p> <p>Jenna Day</p>		
CCR95	Successful cyber attack on the Council	Steve Colwill	3	3	9	<p>1. Education of SDC network users</p> <p>2. Protecting SDC from penetration</p> <p>3. Reducing the extent of lateral movement across the SDC IT estate should a hack occur</p> <p>4. Purchase cyber insurance to partially cover costs of any successful cyber breach</p>	<p>Steve Colwill</p> <p>Steve Colwill</p> <p>Steve Colwill</p> <p>Lucy Clothier</p>	6	30/09/2022