

Appendix 3

Appendix 3: Risk Register

					Date Raised	Owner	Gross		Current		Residual		Comments	Controls				
Title	Risk description	Opp/ threat	Cause	Consequence			I	P	I	P	I	P		Control description	Due date	Status	Progress %	Action Owner
Insufficient evidence base	The consultation project does not provide sufficient evidence to support an approach for the future of the scheme or is undertaken in an unrealistic timeframe.	Opp and Threat	Lack of interest; insufficeint marketing, promotion, inaccurate targeting of audience. Affected by COVID -19 pandemic	Consultation uneven, incomplete, insufficient for decision making process, suspend decision/ outcome	Mar 2020	Gail Siddall	3	3	3	2	2	2		Ensure that statutory consultation period is satisfied and undertaken at an appropriate time. Independent				
Recommendations not approved 247	The recommendations of the report are not approved	Threat	Insufficient support from members to proceed with statutory consultation	The scheme will expire which will result in a reduction in resource to tackle HMOs in the city	Mar 2020	Gail Siddall	3	2	3	2	2	2		Review and implement appropriate consultation project and ensure requirements of legislation fulfilled.				
Legal challenge	A legal challenge to the proposals is put forward as a judicial review	Opp and Threat	Statutory requirements not met. Insufficient resources provided to fulfill requirements. Insufficient evidence base. Lack of wider consultation	Scheme will expire and result in a reduced service to tackle issues across the city as a whole	Mar 2020	Gail Siddall	3	3	3	2	2	2		Ensure that statutory requirements for proving the case for licensing of HMOs is robust and are met and that sufficient resources provided to undertake comprehensive consultation.				

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