

Appendix 5

Appendix 5 Risk Register

Title	Risk description	Opp/ threat	Cause	Consequence	Date Raised	Owner	Gross		Current		Residual		Comments	Controls				
							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; insufficient marketing, promotion, inaccurate targeting of audience. Affected by COVID 19 pandemic aftermath	The consultation exercise does not ensure all stakeholders in the private rented sector, including those living within the sector, have a voice. This could lead to uneven responses and insufficient evidence of the need for a scheme.	Mar 2020	Gail Siddall	3	3	3	2	2	2		Ensure that statutory consultation period is satisfied and undertaken at an appropriate time. Independent consultation supplier with appropriate skill base and resources used to carry out consultation to reach all stakeholders				
Recommendations not approved	The recommendations of the report are not approved	Threat	Insufficient support from members to proceed with statutory consultation	Scheme will not proceed and problems in private rented sector will continue to be dealt with reactively	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 not proceed until legal challenge resolved	Mar 2020	Gail Siddall	3	3	3	2	2	2		Ensure that statutory requirements for proving the case for selective licensing is robust and are met and that sufficient resources provided to undertake comprehensive consultation.				
Changes to Government Policy	Change in government policy in relation to Selective licensing schemes which require their approval	Threat	The COVID 19 pandemic may reduce the appetite for regulatory activity including the introduction of discretionary licensing schemes	The government may not approve the scheme or require further evidence from the council	July 2020	Gail Siddall	4	3	4	3	4	3	Government policy will be kept under review throughout the consultation period.	If policy is changed officers will review and inform cabinet				
IT system	The number of applications expected in year 1 will require a robust and tested application processing system	Threat	The current system is not designed to cope with a large number of applications. It requires manual transference of data from one system to another.	Applications not processed in timely manner and staff input into processing will be increased leading to further costs. Reputational damage to the scheme will occur if licences are delayed.	July 2020	Gail Siddall/Mic helle Iddon	3	4	3	4	3	4	Progress on a replacement system has been paused due to technical issues.	Project needs to be agreed and started in Sep 20 to ensure that system is fit for purpose if Selective licensing is introduced (any changes would benefit other licensing schemes)				

Impacts on the housing market	The rollout of selective licensing may have some unintended impacts on the housing market	Threat	Selective licensing will be used to enable the improvement of standards in the PRS. Landlords will need to pay for a licence, and some landlords will need to invest in their properties to comply with minimum statutory standards. The scheme will also drive financial transparency in the sector, which will not be welcomed by all Landlords.	Some landlords may exit the market and others will rely more on professionals to manage their stock. Others may use the scheme as a reason to justify increasing rents which could impact affordability in the housing market.	Jul-20	Gail Siddall/ Nerys Parry	4	3	4	2	3	2		Close working between Regulatory Services and Community Safety and Housing Services to ensure impacts on the housing market, tenants and prospective PRS tenants are considered, closely monitored, and responded to throughout the consultation, design process, and into implementation (if licensing goes ahead). Consider how selective licensing and the council's PRS access schemes align (such as Homechoice), to ensure homeless families can access the PRS.	Ongoing	25	Gail Siddall/ Nerys Parry
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