

Risk Register

Additional HMO Licensing Renwal

As at:26 January, 2026

Ref	Title	Risk Description	Opp / Threat	Cause	Consequence	Risk Treatment	Date Raised	Owner	Gross		Current		Target		Comments	Control / Mitigation Description	Date Due	Action Status	% Progress	Action Owner	
									P	I	P	I	Score	P							I
1	Income generation not as predicted	Applications reduced or increased and not as predicted	O/T	due to market changes / longer licences issued / changes in legislation/ increase in accredited licence holders	resources not being matched to demand	Reduce	01/09/25	Courtney Bennet	3	3	2	3	6	2	2	Build in flexibility in staffing to increase/decrease if scheme income and costs are out of balance	Provide Net zero budget. Budget based on predicted workload on annual basis and ensure resources aligned				
2	legal challenge / judicial review	The decision to renew the additional HMO licensing scheme could be subject to a legal challenge via a Judicial Review	T	Statutory requirements not met. Insufficient resources provided to fulfil requirements. Insufficient evidence base. Lack of wider consultation	The time table for introducing the scheme would be altered and extra unbudgeted spending would be required to defend the legal challenge.	Reduce	01/09/25	Courtney Bennet	3	3	2	2	4	2	2	A number of challenges have been brought against councils introducing or renewing property licensing schemes - for various reasons with varying success	External experts have been employed to ensure that consultation exercise has been undertaken widely - all statutory requirements have been met and robust evidence for proving need for scheme provided				
3	Report recommendations not approved	Cabinet do not approve the recommendations in the report	T	Insufficient support from members to proceed with the renewal of the scheme	Approximately 45% of the HMO stock in the city will not be regulated by HMO licensing which inevitably will lead to more poor conditions in the sector. The council would still be legally obliged to investigate these complaints. Regulatory services officers needed would remain the same at a reduced budget and so cost may need be covered from council bduget. Customer services applications officers may have possible reduncies.		01/09/25	Courtney Bennet	3	2	3	2	6	2	2	The review of the current scheme shows there is still a large proportion of HMOs not meeting requirements of the licencing scheme	Robust evidence provided that scheme is needed to regulate this sector				

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