

Risk Description	unmanaged scores			risk category	risk owner	Planned controls	current scores			risk review frequency	additional controls	control owner	target date	target scores			current risk status	risk action update
	Likelihood	impact	total (LxI)				Likelihood	impact	total (LxI)					Likelihood	impact	total (LxI)		
	Challenge of the councils decision by seeking judicial review of the decision resulting in cost implications for the council.	high	high				high		Lisa Newman					Robust consultation plan agreed by cabinet Consultation with landlords and agents, promote benefits of a scheme and views sought on fee structure & conditions Licence conditions and fees changed to reflect views and concerns from consultation undertaken	med / high	med		
Landlords do not licence their properties resulting in an income shortfall	med	high	med		Lisa Newman	<ul style="list-style-type: none"> <li>Comprehensive database</li> <li>Full consultation taken place</li> <li>All landlords receive regular information</li> <li>Enforcement and publicity in first cases</li> <li>early bird discounts to encourage landlords to come forward</li> </ul>	low	high		quarterly	<ul style="list-style-type: none"> <li>Support for SL by landlords ensuring all apply for licences</li> <li>Those who do not unable to say did not know as a defence.</li> <li>High profile publicity-reinforce message we will prosecute if they do not licence thereby encourage other landlords to licence</li> </ul>	Private Sector Housing Manager  Selective Licensing Team	Nov-15	low	med	med		
Landlords sell properties instead of licence	med	med	med		Lisa Newman	<ul style="list-style-type: none"> <li>Promotion of licensing benefits</li> <li>Support and information to landlords</li> <li>Encourage landlords to join Accreditation Scheme</li> <li>Promotion of licensing benefits</li> <li>Support and information to landlords</li> <li>Encourage landlords to join Accreditation Scheme</li> </ul>	low/med	low/med		quarterly	<ul style="list-style-type: none"> <li>promoting benefits of scheme to landlords</li> <li>publicising benefits e.g decreased empty homes / greater stability</li> </ul>	Private Sector Housing Manager  Selective Licensing Team	Nov-15	low	low	low		
Local authority inadequately manage the scheme	low	high	med		Lisa Newman	<ul style="list-style-type: none"> <li>Project plan is clear, concise and agreed</li> <li>Properly resource team to coordinate scheme</li> <li>Ensure scheme is enforced in robust and consistent manner</li> <li>Clearly defined achievable expectations</li> <li>targets set and scheme outputs monitored using performance management framework</li> </ul>	low	med		quarterly	Project reported to head of Service if additional resources needed to manage higher than anticipated volume of applications Staff performance appraisals	Private Sector Housing Manager  Selective Licensing Team	Nov-15	low	low	low		
People move out of area or demand for housing decreases because of negative impression of area- high crime and ASB	low	med	low		Lisa Newman	<ul style="list-style-type: none"> <li>Positive publicity utilising local media</li> <li>Community awareness events to promote good work</li> <li>Positive information given to letting agents for future tenants</li> <li>Landlords to promote positive message</li> </ul>	low	low		quarterly	<ul style="list-style-type: none"> <li>promoting outcomes of scheme to landlords &amp; community</li> <li>publicising benefits e.g decreased empty homes / greater stability</li> <li>area newsletter</li> </ul>	Private Sector Housing Manager  Selective Licensing Team	Nov-15	low	low	low		
ASB increases despite selective licensing	low	med	low		Lisa Newman	<ul style="list-style-type: none"> <li>Ensure ASB is dealt with in quick and effective manner</li> <li>Positive publicity</li> <li>Targeted information about how to report ASB</li> <li>Action group</li> <li>Information sharing</li> <li>Robust tenancy agreement</li> <li>enforcement action taken against landlord where conditions breached.</li> </ul>	low	med		six monthly	<ul style="list-style-type: none"> <li>Set up multi-agency meeting to target resources and address ASB</li> <li>Develop Action Plan if ASB ongoing</li> </ul>	selective licensing manager  Police ASB Team Landlords	Jan-16	low	low	low		
Standards of properties don't improve	med	med	med		Lisa Newman	<ul style="list-style-type: none"> <li>All landlords receive regular information</li> <li>Ensure that plan of inspecting properties is in place and is adhered to</li> <li>Ensure lack of action by landlords is enforced in robust and consistent manner</li> <li>Publicity including mail shot direct to all landlords</li> <li>Pursue active enforcement policy</li> </ul>	low	med		quarterly	<ul style="list-style-type: none"> <li>Publicise prosecution cases</li> <li>Pursue Management orders</li> </ul>	Private Sector Housing Manager/Selective Licensing Team EHOs  Landlords	Nov-15	low	low	low		

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	At end of 5 years selective licensing has not achieved its aims	med	high				high		Lisa Newman					<ul style="list-style-type: none"> <li>Operational group</li> <li>Robust and regular annual monitoring during the scheme on key performance outcomes</li> <li>Ensure scheme is enforced in robust and consistent manner</li> <li>Clearly defined achievable expectations</li> <li>Clear exit strategy</li> </ul>	low	med		
ASB not dealt with quickly by partner agencies	med	med	med		Lisa Newman	<ul style="list-style-type: none"> <li>Service level agreement with partner agencies</li> <li>Ensure from outset there is a good exchange of information</li> <li>Monitoring procedures in place</li> </ul>	low	med		6 monthly	<ul style="list-style-type: none"> <li>A good monitoring system in place will ensure that work to improve the problems in the area is targeted, proactive as well as reactive.</li> <li>Robust and consistent enforcement will increase confidence and reduce some of the problems in the area</li> <li>SLA will ensure all partners know their responsibilities</li> </ul>	Private Sector Housing Manager/Selective Licensing Team  Members of the operational group  Police fire council  Community Safety Partnership	Jan-16	low	low	low		
Illegal evictions	med	high	high		Lisa Newman	<ul style="list-style-type: none"> <li>Support and training for landlords</li> <li>Information to tenants about their rights</li> <li>Housing Options Case Worker assigned where tenant threatened with illegal eviction</li> <li>Clear Licence conditions</li> </ul>	low	med		quarterly	<ul style="list-style-type: none"> <li>Housing Options Team Briefings</li> <li>Signposting of other partner agencies such as CAB</li> <li>Report to Head of Service if numbers affected become significant</li> </ul>	Private setor housing Manager/Selective Licensing Team  Landlords/Acc reditation Scheme	Nov-15	low	med	med		
Displacement of irresponsible or inexperienced landlords	med	high	med		Lisa Newman	<ul style="list-style-type: none"> <li>Information sharing between relevant partners</li> <li>Support and training for landlords</li> <li>Use of early warning system in neighbouring areas to ensure it's identified early</li> <li>Benefits of Selective Licensing promoted</li> </ul>	med	med		quarterly	<ul style="list-style-type: none"> <li>Targeted work with landlords known to be considering selling their properties</li> <li>Promotion of benefits &amp; positive outcomes of scheme resulting from Selective Licensing e.g greater stability, improved perception of landlords etc.</li> <li>continue to explore this option if the Selective Licensing proposal is supported.</li> </ul>	Private Setor Housing Manager  Members of operational group, including Police, Fire, Council, ASB	Nov-15	low	med	low		
Inability to process and respond to high level of licence applications all submitted at the same time	high	med	high		Lisa Newman	Staff to be recruited for new team. Fixed term staff to assist in early high level volume applications	high	med		monthly	feasibility of online application and payments	Senior Manager		med	low			