

Report to: Audit & Governance Committee Meeting 6 April 2023

Director or Business Manager Lead: Matthew Finch - Communities and Environment

Lead Officer: Richard Bates – Safety and Risk Manager.

Report Summary					
Report Title	Strategic Risk Management				
Purpose of Report	To provide an update to members on the status of the Council's 2023/24 Strategic Risk Register.				
Recommendations	Members of the Committee are asked to note amendments to the Strategic Risk Register and to highlight any issues of concern.				
Reason for Recommendation	To ensure Committee members are aware of the status of the Council's strategic risks.				

1.0 Background

- 1.1 Risk Management is the process of identification and management of risks faced by the Council which have the potential to significantly prevent it from achieving its key/agreed objectives. Proactively identifying potentially significant risks and implementing suitable control strategies help prevent these risks from being realised, or if this is not possible, to mitigate the risk to a tolerable level.
- 1.2 Strategic risks are those risks that have the potential to halt or significantly interfere with the ability of the Council to achieve its core objectives, priorities and/or ambitions. Those risks that have the potential to halt or interfere with the ability of business units to achieve their specific operational service priorities are detailed with the operational risk register.
- 1.3 Contents of the previous 22/23 strategic risk register were reviewed by Members in November 2022.

2.0 Strategic Risk Review 2023/24

- 2.1 In accordance with the Risk Management Policy, a facilitated strategic risk workshop was undertaken with the Senior Leadership Team (SLT) in Jan 2023. This workshop evaluated all existing strategic risks and identified emerging risks for the forth coming year.
- 2.2 Undertaking annual strategic risk reviews helps identify significant potential challenges the council may face so it may appropriately control or mitigate as required/where possible. The purpose of the annual strategic risk workshop is to:
 - a) Consider the suitability of the existing register,
 - b) Identify new, emerging or future significant risks, and
 - c) Develop a formal register to address these risks
- 2.3 During the recent annual workshop significant issues raised/topics discussed included:
 - Cost of living
 - Workforce
 - Local economy
 - Inflation
 - Cyber
 - Carbon reduction targets
 - Environmental/climate targets

- Infrastructure
- Contracts/supply chain
- Digital inequality
- Financial sustainability of suppliers/contractors
- Partnership resilience
- Active 4 Today

- 2.4 It was agreed by SLT that:
 - a) 10 existing strategic risks should be retained,
 - b) 3 shall become operational risks, and
 - c) 1 be deleted from the register.
- 2.5 The previous risk register consisted of 14 strategic risks.
- 2.6 The table below identifies content of the 2023/24 risk register, as agreed by SLT during the facilitated strategic workshop.

2023/24 Strategic Register- Effective from 1st April 23							
Risk Code and Title		Risk Owner	Current Risk	Target Risk			
SR301	Financial Sustainability- General Fund	Sanjiv Kohli	6	6			
SR302	Financial Sustainability- HRA	Sanjiv Kohli & Suzanne Shead	6	4			
SR303	Failure to deliver growth infrastructure	Matt Lamb	12	6			
SR304	Contract/Supply Failure	Deborah Johnson & Suzanne Shead	8	4			
SR305	Workforce	Deborah Johnson	9	6			
SR306	Corporate Governance	Sue Bearman	9	6			
SR307	Data Management Security	Sanjiv Kohli	9	9			
SR308	Environment	Matthew Finch	6	6			
SR309	Statutory Compliance Management	Sanjiv Kohli & Suzanne Shead	9	6			

2.7 Details of the 4 amendments to the register, identified above, are listed below:

SR203 Safeguarding: This risk considers the effective management of safeguarding within the organisation. SLT consider that suitable systems are in place and embedded across the organisation and therefore the risk is now appropriately controlled and currently does not pose a strategic risk. This risk has consequently been removed from the strategic risk register and allocated to the Business Manager – Public Protection as an operational risk.

SR207 Emergency Response: Considered risks relating to resourcing a suitable emergency response, as required as Category 1 responder, whilst maintaining essential services. SLT have agreed that actions implemented have mitigated the risks associated with this threat and therefore does not continue to pose a strategic risk. This risk has therefore been removed from the strategic risk register and allocated to the Business Manager – Public Protection as an operational risk.

SR210 Arkwood Development: As an investment company the success of Arkwood is crucial to ensuring financial targets are delivered. This risk also considered the necessary governance arrangements required to manage the relationship between the council and company. The financial risks have now been accommodated within the SR301 Financial Sustainability- General Fund. Governance systems have also been established and embedded. This risk has therefore been removed from the strategic risk register and allocated to Chief Executive as an operational risk. This now mirrors the operational risk approach utilised for A4T.

SR211 Community Issues- Pandemic: Introduced during the COVID 19 pandemic to ensure the Council was able to resource a suitable response to manage the governmental requirements relating to the pandemic, whilst assisting vulnerable communities/people/businesses directly affected by COVID 19. Government restrictions have been removed for 12 months and are not now directly affecting delivery of services. However, legacy issues remain regarding vulnerable people and the economy. These remaining issues have now been embedded within SR310-Cost of Living and SR303-Failure to deliver growth infrastructure.

2.8 The following table illustrates the current risk scores for all 10 retained strategic risks and their prior direction of travel within the agreed corporate risk matrix.

	4 Certain		SR304=	SR310=				
	3 Very likely			SR305♠, SR306♠, SR307, SR309 =	SR303=			
Likelihood	2 Likely			SR301→SR302=, SR308↓				
Like	1 Remote							
		1	2	3	4			
		Minor/ trivial	Moderate	Severe	Critical			
	Impact							

Risk Matrix Key					
Risk Tole	rance				
Generally	acceptable and require only monitoring with no further action.				
Present a	higher level of risk /failure. They require an action plan that identifies how the risk is				
to be miti	gated, managed or if possible eliminated.				
These risk	s present the highest risk of failure/loss and therefore require the greatest level of				
managem	ent.				
Risk Trave	el (2022/23)				
=	Risk score has remained static				
¥	Risk score has decreased				
^	Risk score has increased				
→	Risk change, however, score remains the same				

- 2.8 The risk profiles of all 10 strategic risks are set out in Appendix one.
- 2.9 During the previous 12 months 4 strategic risks, retained within the 23/24 register, have experienced a change to their current risk score. 2 risks have increased their score whilst 1 has decreased. Details of these changes are listed below:

SR301 – Financial Sustainability – General Fund: Risk score has remained the same. However, risk scoring was altered at the last review to reflect a reduction in likelihood and an increase in potential severity. This has been undertaken as the Medium-Term Financial Plan includes all mitigating factors and controls to protect the budget.

SR305 Workforce: Likelihood score has increased from 2 (likely to occur) to 3 (very likely to occur). This is due to a worsening picture re workforce issues across the nation.

SR306 Corporate Governance: Likelihood score has increased from 2 (likely to occur) to 3 (very likely to occur). Increase in place until new cabinet system is fully embedded.

SR308 Environment: Likelihood decreased from 3 (very likely to occur) to 2 (likely to occur). This reduction is due to a maturing risk increasing the number of controls and actions now in place. Also, greater resource being acquired to help deliver the agenda.

2.10 Strategic risks SR303, SR305, SR306, SR307 and SR309 are currently all identified as red risks. Whilst every reasonable effort will be made to reduce the risk to a level to ensure compliance with the corporate risk appetite, it should be noted that the very nature of strategic risks are complex and influenced by many outside factors/controls. Some actions can be very long term and in other cases the ability to reduce the risk further may not be in the control of the council.

3.0 Strategic Risk Register 2023/24 - Development and Review

- 3.1 All 10 strategic risks identified within the 23/24 register are pre-existing and therefore already have fully developed and established action plans.
- 3.2 All strategic risk identified above are owned by a member of SLT. Risk owners, with the assistance of lead officers and Safety & Risk Manager and continue to meet on a quarterly basis to review and develop the risk.
- 3.3 All strategic risks continue to be reported to SLT, via our agreed assurance process, on a quarterly basis. The purpose of this process is to identify those risks that are red, failing or not reviewed during the previous quarter, for consideration by SLT.
- 3.4 All 10 current strategic risk assessments have been appended to this report in full.

4.0 **Proposal/Options Considered**

4.1 Members of the committee note the amendments to the Strategic Risk Register. An update report will be brought to the Audit and Governance Committee in 6 months.

5.0 <u>Implications</u>

In writing this report and in putting forward recommendation's officers have considered the following a range of implications. This report in itself does not have any implications. During the risk reviewing process any controls that are identified are considered in terms of the implications they may have before they are agreed as an appropriate control.

Background Papers and Published Documents

None for this report

APPENDIX 1 – Strategic Risks

SR301 FINANC	CIAL SUSTAINAE	BILITY – GENE	RAL FUND				
Description	Ensuring financial sustainability of the general fund to allow the council to undertake its core functions, deliver services, meet its corporate priorities and objectives						
Risk Owner	Kohli, Sanjiv (SLT)						
Support Officers	Nick Wilson						
Current Risk Matrix	Date Last Impact Likelihood Risk Target Risk Management Matrix						
Impact	13-Mar-2023	3	В	Controlled	Impact		
Controls/ Actions In Place	Quarterly Capital monitoring meetings Investments approved in line with the annually agreed Treasury Management Strategy Annual refresh of Medium-Term Financial Plan including management of reserves Council approved Capital programme Financial implications added to Committee reports by Financial Services and a unique reference given each time Financial strategies and budget reviewed through Cabinet annually Use of external Medium Term Financial Plan tool which assists with forecasting future Business Rates income for the following year budget Assigned project manager for each major project the Council is embarking on Commercial officer group established to identify business opportunities in service areas Director/Business Unit Manager quarterly meetings reviewing Directorate financial position Approved Commercial strategy to support objectives set out in the MTFP Approved Investment Plan to support the objectives set out in the Commercial Strategy Nottinghamshire Business Rates Pool mitigating large impacts of reductions in Business Rates. This is kept under review by Nottinghamshire S151 officers Quarterly budget monitoring report tabled at SLT, Cabinet and PPIC Annual Financial Regulations training in place Lead authority for administration around Notts Business rates pool Contract procedure rules in Constitution refreshed May 22 Acquisition and disposal policy - Approved Nov 2021 Internal Audit						
Risk Categories	 Review of chancellor's budget statements/fiscal events Financial Meeting corporate objectives Service delivery Reputation Governance Compliance 						
Trigger/Event	Changes inChange in loBanking crisOver reliandMember prio	national policy eg. ocal political balandisis e and poor decisio	es over forecasted le fair funding review, ce resulting in chan- on making on invest om corporate prioriti	change to governm ge in priorities ments	ent political parties		

Failure of subsidiary companies Major contract failure Failure of HRA Reduction in Business Rates Poor decision making and business planning Budgeted income levels not meeting target Actual funding received not in line with expected funding (central Gov and Notts Pool) Change in government policy significantly reducing income/funding Changes in government policy/direction impacting resulting in additional costs Failure in compliance/ governance Fraud Global Pandemic Economic downturn Cyber-attack/fraud Utility price increase Supply chain – significant sudden increase in costs Levelling up Nottingham and Nottinghamshire project Delivery of SLR - Remaining gap of Circa £3m is not forthcoming from NCC and therefore NSDC required to borrow to complete the scheme **Impact** Inability to fund services resulting in reduction in discretionary services and reduction in quality-of-service provision Inability to meet corporate priorities/community plan Inability to meet legislative requirements External auditors review Government taskforce Negative media/reputation Loss of ability to make local decisions Division between members and officers Greater division between political parties Staff morale, loss of key staff and reduction in workforce Staff morale and loss of key staff Fines/ enforcement S151 officer issues S114 notice Curtailment of activities of the subsidiaries/HRA/Major projects Impact on residents and communities Impact on income streams Reduction/disposal of assets Impact on the funding of the capital programme requiring reprioritisation of projects and a consequential impact on the GF due to additional interest cost/additional costs of borrowing

SR302 FINANO	CIAL SUSTAINA	BILITY - HRA						
Description	Financial sustainabits housing stock.	Financial sustainability of the HRA to ensure the council is able to provide, maintain and develop its housing stock.						
Risk Owners	Kohli, Sanjiv (SLT);	Shead, Suzanne (S	SLT)					
Support Officers	Nick Wilson, Suzan	ne Shead, Caroline	Wagstaff					
Current Risk Matrix	Date Last Impact Likelihood Risk Target Risk Management Matrix							
Impact	06-Mar-2023	3	В	Control Pending	Down Down Down Down Down Down Down Down			
Controls/ Actions In Place	 Quarterly Capital monitoring meetings Investments approved in line with the annually agreed Treasury Management Strategy Annual refresh of HRA financial business plan Council approved Capital programme Financial implications added to Committee reports by Financial Services Financial strategies and budget reviewed through Policy and Finance Committee annually Use of external HRABP tool allows scenario planning Assigned project manager for each major project the Council is embarking on Director/Business Unit Manager quarterly meetings reviewing Directorate financial position Quarterly budget monitoring report tabled at SLT and Policy and Finance Committee Annual Financial Regulations training in place Current development programme ensuring growth in house numbers, over and above the offsetting disposals through Right to Buy Attendance at Housing related horizon scanning events, in order to feed future impacts into HRABP Review on housing management completed and housing service brought back in house. Efficiencies generated through budget review 							
Risk Categories	 Reserves in place Financial Meeting corporate objectives Service delivery Reputation Governance Regulation Compliance 							
Trigger/Event	 Increase in inte Increased rent a Suitability of sto Increase or cha Current stock d Workforce issue Failing to ensur Non-compliance Meeting tenant 	arrears ock meeting future s nge in standards re oes not meeting ho es e compliance with r e with RSH regulato priorities egic decision makir	standards equired using needs relevant legislation or ory standards	causing regulatory bo unning	odies to intervene			

Ineffective management of housing maintenance function Loss of critical income streams Fraud Failure to manage critical income streams/ invest Global Pandemic Supplier/contractor cost increases due to demand/supply issues changes in the economy Inability to secure sufficient external funding to regenerate existing stock to meet enhanced standards Conflicting strategic direction and lack of regular review of 30 year business plan Zero carbon works identifies significant increase in costs Stock condition survey identifies significant increases in costs **Impact** Inability to maintain stock to acceptable level including development of future stock Changes in national policy requiring internal funding above levels sustainable within business Increased requirement to use internal funding, Reprioritisation of service delivery Cash reserves used to right off rent arrears and voids Substandard housing stock Loss of morale and high staff turnover Fines, notices, court cases and legal fees Moratorium of services Stakeholder Dissatisfaction with service delivery Greater scrutiny on service slowing decision making Poor local housing policy Project failure Contract disputes S151 officer issues S114 notice Failure to service debt Legislative requirements not met Impact on residents and tenants

Increase in void properties

SR303 FAILUR	E TO DELIVER	GROWTH INFR	ASTRUCTURE				
Description		Facilitating the provision of key local infrastructure projects to ensure growth within the district to meet agreed plans & corporate priorities.					
Risk Owner	Lamb, Matt (SLT)						
Support Officers	Lisa Hughes, Matth	ew Norton					
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix		
Impact	08-Mar-2023	4	С	Control Pending	Impact		
Controls/Actions in Place	 Infrastructure d CIL charging so Development p DPD) Planning policy Cabinet and Fo Planning Comrown High performin Active Lobbying Engagement w providers Economic Grown Continued liais Southern link ro 	elivery plan chedule and infrastr lan (Amended Core board Ill Council nittee g planning service g ith Developers, Stal wth Strategy – Newa on with National Hig	Strategy and Alloc keholders, Partners ark Town Investme ghways to monitor p son with Homes E	cations and Developr s, infrastructure provi nt plan & Visitor ecor progression of SLR a ngland re funding pac	ders, utility nomy strategy nd A1 over bridge.		
Risk Categories	Inability to deliver infrastructure projects to support growth. Specific projects include: Direct NSDC influence A1Overbridge (and inter-relationship with A46 Newark northern bypass) Indirect influence Southern link road - completion (grant funding) (and inter relationship with A46 Newark northern bypass) Full Fibre broadband and/or 5(6)G provision Electricity grid capacity A614 roundabout (the Non-strategic Road Network Improvement Scheme NRNIS)— indirectly funding via section 106 A46 improvement works — Influencing role Political Reputation Financial Partners, stakeholders, policy makers and funders Economy, business and residents						
Trigger/Event	Government chPartner fundingFunding reduceFunding bid faiWithdrawal of F	withdrawn ed/costs increased lure					

Change in partnership priorities Housing development stalls Change in leadership Poor strategic decision making Failure of other related major infrastructure projects A46 Newark northern bypass – Delivery and timing A1 Over bridge – Technical constraints and increasing costs Change in delivery method and/or partner Insufficient capacity planning from infrastructure/utility providers Inability to influence at national/regional level Non-strategic major road network fund priority junctions (A614/A617/A6097 corridor) Lack of coordination of delivery **Impact** Infrastructure not delivered/ delivery delayed Inappropriate infrastructure delivered Growth within district affected Inadequate service provision Government sanctions for inability to deliver housing growth Housing development stalls Social Inequality Large Employer relocating outside district Inward investment stalls Financial impact of failure to meet growth aspiration in Newark devolution agreement Impact on council's MTFP MTFP assumptions not realised Slower/more expensive/less viable delivery Commercial development stalls Commercial attractiveness of district reduces

SR304 CONTR	ACT/SUPPLY FA	AILURE					
Description	Managing contracts with key suppliers, including NSDC wholly own companies, to ensure the continued delivery of an effective service and ensure delivery of the council's priorities and objectives.						
Risk Owners	Johnson, Deb (SLT); Shead, Suzanne	(SLT)				
Support Officers	Andrew Kirk, Nick V	Vilson, Caroline Wa	gstaff, Dave Richar	dson, Alan Batty, Su	ue Bearman		
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix		
Impact	20-Feb-2023	2	D	Control Pending	Impact		
Controls/Actions in Place							
Risk Categories	 Session delivered to members on contract management Service delivery Financial Compliance (Regulatory, Health & Safety, Legislative) Governance Resources Reputational Procurement/lack of competition Project delivery 						
Trigger/Event	Lack of commeInadequate/amInadequate/am		knowledge n formance measures	rovision mechanisms	s available		

- Failure to engage relevant specialists in contract design
- Contract is not signed and saved in corporate register
- Limited market supply
- Over reliance on single supplier(s)
- Lack of competence in procurement
- Lack of resource dedicated to procurement
- Lack of preplanning for contracts
- Lack of appropriate exit strategies
- Limited availability due to emerging industries/concepts/technology/demand

CONTRACT MANAGEMENT

- No assigned contract manager
- Contract manager is not appropriately trained/skilled
- Contract manager resource is insufficient
- Ineffective performance monitoring and reviews
- Evergreen contracts in place
- Change control/variations are not appropriately managed
- Lack of ongoing challenge throughout the contract
- Loss of key personnel/ key resilience
- Relationship breakdown
- Contractor fails to deliver/ isn't able to deliver (bankruptcy)

OTHER

- Financial management not embedded as part of contract management process
- Impact of Brexit
- Business continuity/Emergency incident
- Contracts not entered on contract register
- Provision commences before contract is in place
- Lack of appropriate overview of contract management
- Pandemic
- Impact of inflation
- Government policy shift

Impact

FINANCIAL IMPACT

- Additional costs to council (hidden costs, increased costs)
- Best value not achieved
- Fines
- Failure to utilise grant(repay grant because of failure to contract or contract failure)

SERVICE DELIVERY IMPACT

- Provision is not timely/delayed
- Poor/declining quality of service/provision
- Increased unplanned demand
- Inability to scale up/scale down provision to meet demand
- Service failure
- Not aligned to corporate objectives
- Unable to procure
- Project delivery failure

LEGISLATIVE IMPACT

- Data loss/GDPR compromised
- Council's legislative obligations not met
- Providers are not able to be challenged as contract not in place when service is commenced
- Ombudsman X2
- Social housing regulator

REPUTATIONAL IMPACT

Customer/service user complaints increase

- Member complaints increase
- Negative media coverage

RESOURCE

- Contract manager resource requirement is increased (leading to impact on other duties)
 Other officer resource required to manage impacts (leading to impact on other duties)
- Re-procurement additional resourcing
- Project delay

SR305 WORKF	ORCE							
Description		Ensuring the council is able to recruit, maintain and retain appropriate staffing resource to ensure it is able to deliver its services and meet its corporate objectives.						
Risk Owner	Johnson, Deb (SLT	·)						
Support Officers	Sarah Lawrie							
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix			
Impact	01-Mar-2023	3	С	Controlled	Impact			
Controls/Actions in Place	and Performane Managing abse Senior HR Office sickness absen Effective comme Rolling program I-trent system program I-trent system program Fartnership approximate pandem Counselling/the Visible inclusive Annual employed Training and decompetencies are management are arranged training facilitation of sure family friendly temporary free to attract and recounselling and Approved corports of the program of the counselling and the comprehensive wellbeing and the comparts of the comprehensive wellbeing and the compare of the comprehensive well the compare of the compare of the comprehensive well the compare of the comprehensive well the compare of the compare of the comprehensive well the compare of the comprehensive well the compare of the comprehensive well the compre	 Business Planning embedded throughout the Council with clear links to Community Planning and Performance framework Managing absence standards and guidance Senior HR Officers provide support to Business Managers to manage staffing issues, e.g. sickness absence, capability etc. Effective communication arrangements are in place. Rolling programme of review for HR policies to ensure they remain robust and fit for purpose. I-trent system provides Business Managers with ownership / control over staff sickness/Holiday approval etc. and provides corporate overview HR working closely with Business Managers to support organisational change. Partnership approach with recognised trade unions to support organisational change and current pandemic crisis (and any other similar extraordinary event). Counselling/therapy and welfare support services in place for staff. Visible inclusive leadership. Annual employee establishment planning process. Training and development programme to support ongoing development of skills and competencies and BM and other staff (i.e. change management, sickness and performance management and recruitment and softer skills) Targeted training interventions to support individual employee development and the facilitation of succession management. Family friendly policies added benefits such as reduced gym membership staff loans, temporary free parking to support during the cost of living enhanced workplace entitlements to attract and retain quality candidates including hybrid working, flexible working, employee counselling and therapy services, health and wellbeing initiatives). Approved corporate priorities within the Community Plan 2019-23 Comprehensive programme of activities to embed our culture and improve our sense of wellbeing and belonging 						
	FinancialCompliance	, 5.14 100041000						
	Governance							
	 Reputational 							
	 Competence ar 	nd Capability						
	Leadership	d material co						
	Recruitment anMobility and ag	d retention ility of workforce						
	Safety of workform	•						
	-		olth problems in wor	kforce				
	• Culture – One of		<u> </u>					

Trigger/Event Key staff leaving e.g. with specific qualifications and/or experience and membership of professional body Number of staff leaving from one area/high turnover Inability to recruit to key posts or within a specific service area Lack of development opportunity Lack of team cohesion Lack of organisational culture/collaboration Lack of alignment with corporate values/behaviours/culture Pressure of work External Demand in a specific skill set Uncompetitive in the job market place Poor industrial relations and ineffective people management processes Working environment Key member of staff goes on long term sick, high level of sickness in one service area Uncertainty and/or significant change Aging workforce/retirement planning/succession planning Pandemic or other significant emergency Poor management/leadership Inability to provide equipment/tools to allow staff to effectively perform their duties (e.g. shortage of laptops due to global microchip shortages) Other external factors – cost of living, national shortages. Projected national living wage increase leads to inability on pay structure to accommodate National bargaining is protracted and leads to staff being disadvantaged Current JE process is not fit for purpose – outdated. Prolonged industrial action Impact Service delivery impact –inability to deliver services or delivering reduced services Reputational impact through poor service delivery Reputation as an employer resulting in inability to recruit staff Loss of capacity/under resourced Loss of expertise and corporate memory High recruitment costs Additional time required to support recruitment activity and the induction of new staff and

their development Additional training costs

Increase in accidents

Impact on morale, culture and team performance Increased levels of staff absence (ill health)

Loss of opportunity through loss of networks

Increased levels of non-attendance in nominated workplace (lack of cohesion/culture)

Impact of potential civil claim (e.g. employment tribunal. insurance) or criminal actions

Financial penalties/ombudsman decisions/other regulatory bodies

Increased demand on corporate services (e.g. HR,ICT)

SR306 CORPORATE GOVERNANCE						
Description		tisk of failure in systems of governance within the council, council owned/influenced rganisations and partnerships or other collaborative arrangements.				
Risk Owner	Bearman, Sue (SL	_T)				
Support Officers	Nigel Hill, Nick Wi	lson, Ella Brady, De	b Johnson			
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix	
Impact	01-Mar-2023	3	С	Control Pending	Impact	

Controls/Actions in Place

- Code of corporate governance created, maintained and monitored in accordance with CIPFA guidance.
- Corporate Governance self-assessment against the code of Corporate Governance undertaken periodically.
- Periodic review of governance by 3 statutory officers.
- Annual review of Constitution which includes fit for purpose and up to date
- Officer code of conduct
- -Officer registers of interests Related third party transactions.
- -Section 151 officer/Monitoring officer/Head of Paid Service.
- -Gifts and hospitality policy and register place.
- -Council Financial regulations and procedures,
- -Contract procedure rules
- -Whistle blowing policy
- -Anti-fraud and corruptions strategy
- Annual governance statement reviewed annually and reported to Audit and Governance Committee. Annual Governance Statement goes to November meeting of Committee
- Creation of annual combined assurance report in conjunction with SLT and BMs.
- Internal Audit work including risk-based Audit Plan.
- Effective use of External Auditor.
- Under executive arrangements with Cabinet structure and portfolio holders:
- -Publishing of forward plan and all delegated decisions
- -Mechanism for call in of all executive decisions
- -Overview by Audit and Governance Committee
- -Dedicated scrutiny committee under executive arrangements Policy and performance improvement committee
- -Tenant engagement board which ensures appropriate tenant involvement
- Staff and member training in place
- -Training on governance issues including anti-fraud and financial regulations.
- -Counter fraud training delivered
- -Member induction at the start of each new Council cycle.
- Complaints:
- -Localised standards framework and effective arrangements for dealing with complaints overseen by Audit and Governance Committee.
- -Internal complaints procedure.
- Fraud
- -Annual internal review of the Fraud Risk register to carry out proactive work, check on internal controls and is reported to members
- -Participation with National Fraud Initiative process

Options appraisal for counter fraud and implementation of preferred option. -Appropriate insurance cover including Fidelity Guarantee. -Oversight of Active4Today, Newark and Sherwood Homes, Arkwood and East Midlands Building Control. -Appropriate monitoring of performance of the third party or alternative service delivery methods. • HR policies in place -Recruitment process controls, e.g. References, Immigration, DBS. Horizon scanning at Business Manager briefings and effective communication between SLT and business managers. • Measures in place to ensure IR35 compliance Schedules review of Corporate Governance (Q4 19/20 • Governance review ongoing with support from change to Executive Arrangements completed in May 2022 - 6-month review of effectiveness of arrangements to be considered by Audit and Governance Committee in November 2022 • Internal Audit of governance arrangements for Council-owned companies in 2022-3 audit programme **Risk Categories** Service delivery Governance Fraud Poor decision making/leadership Reputation **Financial** Legal compliance Partners/stakeholders Trigger/Event Failure to communicate, define, review and uphold governance standards policies to ensure fitness for purpose. Failure of staff and councillors to understand their governance roles and responsibilities. Failure to observe good governance. Failure to adequately manage risk or monitor performance. Failure in Policy adherence (All policies). Malicious event e.g., Fraud, money laundering, etc. Reduction in capacity and loss of key personnel and resources Failure to adequately oversee governance standards of partnerships and other entities that the Council is involved in. Failure of governance in wholly council owned companies Failure of governance in partnership organisations Negative findings identified by other organisations/bodies - Ombudsman and External Audit Overuse of "Call-in", "Call for action" or "Urgency provision" Inexperience with new system – procedures set out in constitution not followed Influx of new elected members No overall control achieved **Impact** Loss of opportunity and ability to meet corporate priorities • Financial resource loss. · Poor or inadequate decision making. Service delivery issues.

• Regulator finding fault e.g. Internal Audit, External Audit, Ombudsman.

Criminal or civil liability.

· Risk of successful judicial review

- Government or peer intervention.
- Failure of Council owned companies
- Failure of partnerships
- Ombudsman findings Maladministration
- Significant Audit findings e.g. Public interest report
- Reputational risk to the Council.
- Negative media coverage.
- Policies could be open to challenge.
- Excessive legal costs incurred.
- Poor staff morale.
- High staff turnover.
- Community disengagement.
- Capacity redirected to address failures.
- Inappropriate use of public office
- Fraud and corrupt practice identified.
- Fraud and corruption practices not identified or dealt with leading to an incident of fraud and corruption.
- Slowing down of decision making

SR307 DATA MANAGEMENT AND SECURITY						
Description		entional loss/disclose ch of information go		nsitive, confidential, l n	business critical	
Risk Owner	Kohli, Sanjiv (SLT)					
Support Officers	Jill Baker, Nick Wils	son, David Price, Da	ve Richardson, Su	e Bearman, Stacy C	arter	
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix	
Dog Brown and State of the Stat	15-Mar-2023	3	С	Control Pending	Impact	

Controls/Actions in Place

Policy and Guidance

Policy suite and supporting guidance including:

- ISMS
- Cyber security strategy
- IG strategy

Training/ Guidance

- Training for all staff taking payments in line with PCI-DSS requirements.
- Training for ICT staff.
- Data protection training including a section on information security and targeted training ongoing for staff located elsewhere and forms part of the induction process.
- Information governance check on furniture that is being disposed of.
- Information E Training completed by all staff.
- Annual review of Information Asset Register.
- Annual mandatory GDPR, cyber and spear phishing online training for all staff and councillors.
- Guidance and training available for elected members. 3 GDPR sessions provided for newly elected members.
- · Guidance on security breach procedures for Business Managers as Information Asset Owners
- Data security communications to all staff following identification of risk

Governance and Compliance

- CIO/SIRO/DPO appointed
- Compliance with the government's security arrangements.
- PSN compliant data & internet connections implemented
- Compliance with new Cabinet Office email standards achieved.
- · Weekly review of ICO guidance.
- Periodic PCI/DSS compliance checks
- Data Privacy Impact Assessment.
- Annual SIRO audit.
- Review of policies and procedures to ensure compliance with latest Payment Card Industry-Data Security Standard (PCI-DSS)
- Cyber Security now standing agenda item on monthly business unit management meetings.
- Governance arrangements established through CIGG with monthly review.
- CIGG meeting every quarter to review risks.
- External Audit on ICT security annually.
- Implementation of an ISMS project team

ICT/Equipment specific controls

Encryption for mobile devices.

- VASCO tokens and Google Authenticator.
- Quarterly ICT security checks internally.
- Penetration test annually by external company monthly scans of servers for weaknesses, monthly server updates and monthly scans of Microsoft Office and Windows.
- Perimeter software eg. mailmarshall & webmarshall.
- · Hardening test on new virtual servers.
- Documents scanned reducing the need for paper.
- Secure server room.
- East Midlands WARP membership alerting networking facility regarding any breaches.
- Monthly updates of Adobe products.
- Program in place to ensure the continual maintenance & upgrade of the ICT environment.
- Secure portal for Members to access the Extranet.
- Airwatch MDM (Mobile Device Management) implementation for mobile devices.
- DMark, DKim SPF and TLS secure email authentication software.
- Cryptshare for encrypting secure emails and large files for email.
- Report & record all cyber-attacks/attempts and escalate to CMT where appropriate Users own devices cannot connect to network
- 'Consent' tick box on appropriate forms.

Partners and Stakeholder specific controls

- Non-disclosure agreements in place for third party access.
- Use of data processing and agreements with partners.
- Use of licensed confidential waste handler.
- Letters sent to all third parties who process personal data on behalf of NSDC advising of additional responsibilities under GDPR and data processing agreements in place.
- Actions arising from report to SLT on third party users implemented.

Risk Categories

- Loss of vulnerable, personal, sensitive valuable data
- Legal compliance
- Reputation
- Financial
- Partners/stakeholders
- Disruption of service- including from a cyber attack
- Supply chain

Trigger/Event

(Organisational)

- Personal, confidential or corporately sensitive/business critical information disclosed unintentionally or through error of judgement, data breach intentional (malicious).
- Theft or loss of equipment/papers/data belonging to the council, partners or third party companies.
- Failure to respond to subject access requests/information requests accurately and within statutory timeframes
- Failure to identify and respond to a data breach promptly and effectively
- Failure to protect information from accidental loss, corruption or disclosure or other non compliance with Data Protection Principles, by NSDC or a third party, involving large volumes of personal data or smaller volumes of sensitive personal data
- Repetition of reportable data security breach
- Insufficient due diligence during procurement and termination of cloud base systems supported by third parties.
- Accelerated delivery of digital agenda

- Agile Working i.e. mobile/remote/home working/home printing/disposal of printed data/Outreach posts.
- Loss of key resources/staff.
- Reducing resources with less capacity for processing data.
- New and inexperienced staff/elected members with access to data.
- Lack of suitable training/competency/communications
- · Re-alignment and integration of new services

(Systems/assets)

- Cyber attack: (either targeted such as denial of service or unintentional human error e.g. access to link on another website).
- Failure to protect information assets from an internal malicious attack leading to a data breach, corruption of data assets, loss of asset or service.
- Failure to adopt appropriate technical security measures for keeping data secure within our systems and platforms which results in a significant data breach
- · Accidental data breach through any electronic source
- Use of BYOD (Bring your own device).
- Unsupported software/unforeseen loss of support.
- Decommissioning of property/asset

(Partners and stakeholders)

- Collaborative working, sharing, outsourcing and partnership working (including external printing and hybrid mail)/involvement in other peoples' data
- Partnership working and sharing new service locations/data sharing issues.
- Partner's/contractor's/host's poor data management and information security leading to data breach/loss.
- Use of suppliers/third parties, etc.
- Government integration agenda e.g. Increased working between public bodies
- Local government reorganisation/Combined authority/change in service delivery model.
- Third party access to IT systems.
- Adoption of unsupported/dated systems from third parties

(Accreditations)

- Termination of PSN/GCSX standards by the Cabinet Office limiting options for securely sharing with some Public Sector organisations
- Failure to comply with relevant standards and legislation including PCI-DSS/Cyber Essentials/NCSC best practice/PSN.

(External factors)

• Emergency event-eg power loss – leading to increased reliance upon ICT systems and potential loss of data/corruption of data

Impact

(Finance/legal)

- Loss/damage to an individual where the Council inappropriately released their personal data
- ICO fine/Civil claims.
- Resource impact of Information Commissioner investigation.eq ICO actions
- Breach of Access to Information legislation bringing about financial/legal damage imposed on the Council by the Information Commissioner and other Statutory Bodies.
- Disciplinary action taken against a member of staff and elected members if a breach is found to be deliberate/malicious.

(Resource)

• Drain on resources to process and enable conformity in legislation.

- · Greater demand on existing resource
- Operational and resource issues eg. Service interruption where focus has to be taken away from service delivery to dealing with the breach.
- Reduced service provision resulting from lack of ability to work remotely and available physical resource
- Increased demand on existing services
- Inability to deliver critical/key services
- Capability of infrastructure/system to deliver services i.e. increased demand during emergencies

(Reputation)

- Damage to reputation of the Council/trust by the public.
- Loss of confidence within the Council
- Loss of confidence with partners and stakeholders
- Negative media coverage

(Partners)

- Loss of provision to customers and partners e.g. Active4Today, DWP,
- CCTV (under current arrangements) leading to disputes over SLAs and contracts and potential loss of income, e.g. partner rent for Castle House.
- Loss of partner data where the council is the data processor subsequent impact on partner's reputation.
- Withdrawal of service from partners and stakeholder
- Cyber-attack leading to system downtime/damage/loss of data (Ransom Ware) and financial loss/ resource drain

(Contractors/supply chain)

• Less direct control over data as we procure, migrate to and terminate cloud base systems

SR308 ENVIR	ONMENT							
Description		Ability to meet requirements of the government's green agenda and aspirations/expectations of the NSDC community in delivering a greener/carbon neutral service.						
Risk Owner	Finch, Matthew (SLT)							
Support Officers	Briony Ashton, Ella	Brady, Stephen Yo	ung					
Current Risk Matrix	Date Last Reviewed							
Impact	06-Mar-2023	3	В	Control Pending	Impact			
Controls/Actions In Place	 Approved date Costed action p Appointed Env Climate emerg Project working Annual report t Internal Audit Urban tree cha Developed bus Financial plann Elected membe Community pla Bid to public se Successful bide 16) 2 x posts a Financial Reputation 	for net neutral – 20 plan to support net represent project working group for depot de po P&F – Activities unless cases for kerling – MTFP per working party utiling to the corde-carbonisation of the corde for decarbonism	neutral date and Projects Officer ag group – meets qu velopment andertaken and carl trees planted a side food and gla sed to develop clin and fund allocation (£750k)	oon footprint ss collection nate emergency strate	egy plan			
	 Negative media 	ervice-Pressure gro a/comms		tion				
Trigger/Event								

Impact

- Not meeting governmental targets/internal targets
- Penalties -TBC
- Reputation
- Negative media
- Political/public pressure for improvement/campaigns against
- Increased scrutiny and workload
- Budget gaps
- Impact on other service provision
- Lack of infrastructure to improve
- Lack/loss of control in light of government mandated service provision
- Increased costs arising from emerging technology, reduced tariffs and government policy
- Unable to deliver due to access/obtain government funding/ technology
- Unable to deliver on climate strategy
- Customer disengagement
- Greater demand on external expertise leading to greater costs lower internal expertise

SR309 STATU	TORY COMPLIA	NCE MANAGEI	MENT						
Description	Implementation and maintenance of suitable statutory safety compliance management systems.								
Risk Owners	Kohli, Sanjiv (SLT); Shead, Suzanne (SLT)								
Support Officers	Mark Plant, Mark Eyre, Caroline Wagstaff								
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix				
Impact	21-Nov-2022 (To be reviewed – 30/3/23)	3	С	Control Pending	Impact				
Controls/Actions In Place	Policies and procedures – (Need for policy review) Dedicated Compliance teams and compliance reporting Dedicated software –asset compliance/management software ICT systems Contract management systems Performance management systems Iraining and competence Staff/tenants/contractor Information/education to tenants Enforcement of tenancy agreements Assurance and scrutiny process – operational and committee levels Use of specialist contractors/advisors Competent/licenced/registered engineers/inspectors Auditing and inspection processes Reconciliation processes Complaints processes Tenant engagement Maintenance/inspections Business planning Compliance with regulatory standards Legal/enforcement action/Fines/Regulatory judgement • H&S Civil claims Service delivery - Loss of essential service & System/equipment failure/out of use Negative media coverage Reputation Customer satisfaction/impact Increased resource demand								
Risk Categories	 Legal/enforcement action/Fines/Regulatory judgement • H&S Civil claims Service delivery - Loss of essential service & System/equipment failure/out of use Negative media coverage Reputation Customer satisfaction/impact Financial impact (rectification) Increased resource demand 								
Trigger/Event	Poor management systems								

- · Failure to undertake statutory examinations
- Poor record keeping /management
- Remedial works not undertaken in a timely manner
- Contract management controls to manage/address poor performance/contract exit arrangements, use of evergreen contracts (non-ending), poor procurement
- Poor contractor engagement
- Cyber-attack/Ransom ware –denied/denying access to records
- Data protection loss/GDPR
- Routine inspection/audit identifies failure
- Incorrect response to an accusation, complaint or request for service
- Unauthorised repairs, Sabotage, maintenance, alterations and installations
- Pandemic
- Emergency incident fire, gas, flood, etc.
- Hospitalisation/fatality Investigations to establish cause/identify reports
- Essential supplier chain failure/goes into administration.
- Incorrect sub-contracting procedures
- Change in legal/regulatory requirements
- Failure of ICT and associated support systems
- Recruitment inability due to market demands
- Loss of key personnel
- · Insufficient finance
- Insufficient Resourcing

Impact

- Fines/enforcement action
- Regulatory notice issued
- Unable to deliver a suitable service/essential service
- Resource demand/conflict
- Financial budget overspend, income generation/protection, rent loss, MTFP, viability of HRA business plan. Effect on GF income
- Loss/reduction of service to Council, partners and tenants(commercial and domestic)
- Reputation
- Need to re home tenants
- Leaseholders litigate
- Negative local or national press coverage
- Increased scrutiny/monitoring customer, committees, Regulator etc.
- Regulatory body short notice inspection
- Self-referral to regulatory (co-regulation)
- · Commercial viability of building/site
- Tenancy enforcement
- Contract failure/suspension
- Contract dispute
- · Increase turnover of staff
- Inability to recruit the right staff
- Poor morale/stress of workforce
- Political engagement
- Enforcement agency engagement
- Accident/incident/poisoning
- · Civil claim due to failure
- Criminal proceedings
- Investigations to establish cause/identify reports for hospitalisation/fatality

SR310 COST OF LIVING								
Description	To mitigate the effects of the cost of living crisis across the NSDC community (residents, businesses, tenants and colleagues) and understand support and delivery requirements. Support – increased demand on services to support those affected by the cost-of-living crisis Delivery – amending existing and providing new services to support those affected by the cost-of-living crisis							
Risk Owner	Shead, Suzanne (SLT)							
Support Officers	Matthew Finch, Nick Wilson, Phil Ward, Alan Batty, Julie Davidson, David Price, David Wright, Cara Clarkson, Victoria Endersby, Neil Cuttel							
Current Risk Matrix	Date Last Reviewed	Impact	Likelihood	Risk Management	Target Risk Matrix			
Impact	05-Dec-2022 (To be reviewed – 29/3/23)	3	D		poole Impact			
Controls/Actions In Place Risk Categories	Cost of living response group Implementation of "Place board" Provision of employee support – loans, mental health champions, health and wellbeing activities, reduce leisure centre membership, free parking, agile working Workforce development strategy Health and Well Being Support to staff via intranet Financial advice support for staff – home budgeting etc. MTFP review and revision Supporting and delivering foodbanks/food clubs/ social supermarkets and hygiene banks Referrals to NCC household support fund Referrals to Holiday activity and food programme (HAF) Review of council tax relief re eligibility Council tax reduction scheme Benefits process scheme Supporting credit unions Third sector support – CAB, NS CVS, Homestart, NS community HUB Efficiency east midlands small grant funding Community grants fund Introduction of fuel bank scheme Helping hand scheme for NSDC tenants in arrears Increase in discretionary housing payments Referral to CAB for debt advice Starting well for new NSDC tenants Support identified for NSDC tenants by Tenancy assistance team Business growth and resilience programme Shared prosperity fund -22/25 (community, people and economy) Economic development service							
	 Resourcing Financing Local economy Impact in known vulnerable groups GRT/elderly/single young families etc Legislative/Regulatory/Non-compliance Housing stock deterioration/disrepair issues Litigation 							
Trigger/Event	 Increase in ir 	nterest rates						

- Cost of essential food increase
- Cost of utilities increase
- Cost of Fuel
- Cost of borrowing increases
- Cost of materials/services
- Availability of gas
- Inability to deliver discretionary grants
- Withdrawal/reduction of joint partnership services
- Rent increase limit applied
- Governmental directives issued
- Previously unknown need/demand

 Customers/residents
- Extreme weather harsh winter
- Increase in mortgage defaults
- Inability to recruit and return
- Requests for hybrid working that cannot be accommodated
- Benefit claims exceed current capacity
- Demand exceeds resources
- No skills or expertise to support some needs

Impact

FINANCE

- Increased costs to maintain critical services i.e. housing with care, workplaces, vehicles, etc
- Loss or significant reduction in income/fees
- Increase in debt to the council i.e., rent arrears/council tax/business rates
- Loss of funding (including joint partnership funding)
- Impact on MTFP and 30-year HRA business plan
- Increase in willingness to litigate
- Management fees increase A4T
- Reduced investment return from Arkwood
- Loss of income via business rates

SERVICE DELIVERY

- · Restrict or stop delivery of non-core services
- Impact on delivery of community plan
- Significant/key projects stalling
- Increased demands on council services to support those in crisis
- New demands on council services
- Partners withdrawing from projects/services
- Loss of significant partner/contractor
- Increase in homeless applications/housing need
- Increase in demands for support/discount schemes
- Reduction in third sector provision
- Procurement/contract issues
- Contractor/supplier goes into administration
- Loss of commercial tenants
- Deterioration in quality of property stock
- Increased demands/costs in repairing/maintaining property portfolio
- Increased need to take action due to reduction in maintenance of commercial stock by tenants

LOCAL ECONOMY

- Loss of local businesses
- Reduction in local providers/contractors to provide services/goods
- Bankruptcy/administration

LEGISALTIVE

- Self-referral to regulator for breaches in consumer standards
- Enforcement action Notices & fines

HEALTH

- Deterioration in Health and wellbeing of general population
- Widened food/fuel poverty

WORKFORCE

- Workforce wellbeing/retention
- Increased sickness/burnout and deterioration of workforce health
- Increased demands on staff
- Restriction of services due to demand