

Chief Executive's Risk Register

Theme/aim	Risk description	Likelihood	Impact	Risk Treatment	Mitigating action	Responsible officer
Outcomes/ Delivery of Service	Failure to meet statutory deadlines in relation to the licensing function, unable to process licences, leading to individuals unable to trade, legal issues, complaints	Low	Medium	Treat	- Processes and procedures are in place to ensure all matters are processed within statutory time-frame - Staff trained and aware of Authority's duties - Keep under review	Ardip Kaur
Outcomes/ Delivery of service	Failure to meet statutory deadlines and/or statutory functions during litigation, contractual matters, land sales/purchases, enforcement matters	Low	High	Treat	- Qualified officers with professional training and experience - Processes and procedures are in place to ensure compliance - Case management reviews - Keep under review	Ardip Kaur
Outcomes/ Delivery of service	Non-performance of local government statutory duties at Committee and Council meetings	Low	Medium	Treat	- Compliance with Council's Constitution - Processes and procedures in place - Strict adherence to timetable	Ardip Kaur

Outcomes/ Delivery of service	Failure to meet statutory deadlines for the canvass and in compiling and publishing the Register	Low	High	Treat	- Processes and procedures in place - Experienced officers carry out process - Close Monitoring	Ardip Kaur
Outcomes/ Delivery of service	Failure to meet statutory responsibilities, denying right of franchise at Election/ Referendum time	Low	High	Treat	- Processes and procedures in place - Strict adherence to statutory timetable - Assistance from Electoral Commission available, when needed - Support staff employed to assist - Close monitoring	Ardip Kaur
Progress/ Work to maximise the employment, training and leisure uses of The National Forest by residents and increase the visitor spend by tourists	Failure of National Forest & Beyond tourism partnership leading to an adverse impact on businesses in local visitor economy	Low	Medium	Treat	- Proactive engagement in partnership and with individual partners - Commitment of Officer time and resources to partnership activities - Monitoring of projects and performance	Mike Roylance
Progress/ People/ Place	Failure of the South Derbyshire Partnership leading to non- delivery of the community's vision and priorities as set out in the Community Strategy and Action Plan	Low	Medium	Treat	- Proactive support for partnership - Commitment of Officer time and resources to Partnership facilitation - Engagement of partners in policy making and project design and delivery	Mike Roylance

Progress/ Work to attract further inward investment	Downturn in the local economy leading to a loss of jobs, business failures, and a reduction in income to the Council (e.g. Business Rate income; Take-up of commercial properties, etc)	Medium	High	Treat	- Monitoring of economic trends - Economic Development Strategy designed to increase robustness of local economy - Delivery of economic development activities including provision of South Derbyshire Business Advice Service	Mike Roylance
Progress/ Work to maximise the employment, training and leisure uses of The National Forest by residents and increase the visitor spend by tourists	Failure of Sharpe's Pottery Heritage & Arts Trust, leading to a loss of service to visitors and residents through the Tourist Information Centre	Medium	High	Treat	- Officer advice and support available to Trust - Member involvement in Trust Board - Monitoring of services and performance	Mike Roylance