

# Strategic Risk Register (Lewes)



**Report Type:** Risks Report  
**Generated on:** 31 August 2022

<b>Current Risk Matrix</b>		<b>LIKELIHOOD</b> 1 - Unlikely 2 - Possible 3 - Likely 4 - Highly Likely 5 - Almost Certain	<b>IMPACT</b> 1 - Minor 2 - Moderate 3 - Significant 4 - Major 5 - Critical
		The numbers in circles relate to the amount of risks currently positioned in each box.	

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
SR_021	No political and partnership continuity/consensus with regard to organisational objectives.	Sudden changes of political objectives at either national or local level renders the organisation, its current corporate plan and Medium-Term Financial Strategy, unfit for purpose.	4	4	16	<u>Reduces Likelihood</u> 1. Create inclusive governance structures which rely on sound evidence for decision making.  <u>Reduces Impact</u> 2. Annual review of corporate plan and Medium-Term Financial Strategy.  3. Creating an organisational architecture that can respond to changes in the environment.	Chief Executive	2	3	6	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
SR_022	Changes to the economic environment makes the council economically less sustainable.	<p>1. Economic development of the district suffers.</p> <p>2. Council objectives cannot be met.</p> <p>3. Council will need to provide a new service for inspecting imports at the port.</p> <p>4. Inflation affecting council costs is having a significant impact on the council's finances.</p> <p>5. The council's Recovery and Stabilisation programme fails to meet its objectives.</p> <p>6. Rising energy prices and inflation affecting the cost of living will affect the ability of customers to pay rent and council tax.</p>	5	5	25	<p><u>Reduces Impact</u></p> <p>1. Robust Medium-Term Financial Strategy reviewed annually and monitored quarterly. Refreshed in line with macroeconomic environment triennially.</p> <p>2. Creating an organisational architecture that can respond to changes in the environment.</p> <p>3. Working with the port authority to provide support, advice and to help explore funding options.</p> <p><u>Reduces Likelihood</u></p> <p>5. Regular monitoring of the progress and outcomes of the Recovery and Stabilisation programme.</p>	Chief Finance Officer	4	5	20	Red	01-Nov-2022
SR_023	Unforeseen socio-economic and/or demographic shifts creating significant	<p>1. Unsustainable demand on services.</p> <p>2. Service failure.</p>	5	5	25	<p><u>Reduces Likelihood and Impact</u></p> <p>1. Grounding significant corporate decisions based on up-to-date, robust, evidence</p>	Director of Service Delivery	3	3	9	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
	changes of demands and expectations.	<p>3. Council structure unsustainable and not fit for purpose.</p> <p>4. Heightened likelihood of fraud.</p> <p>5. Failure to support Newhaven Port Authority in the changes could result in an economic downturn in the town.</p>				<p>base. (e.g. Census; Corporate Plan Place Surveys; East Sussex in Figures data modelling).</p> <p>2. Ensuring community and interest group engagement in policy development (e.g. Neighbourhood Management Schemes; Corporate Consultation Programme).</p> <p>3. Working with the Port Authority to provide support, advice and to help explore funding options.</p>						
SR_024	The employment market provides unsustainable employment base for the needs of the organisation.	Employment market unable to fulfil recruitment, and council unable to retain staff, resulting in a decline in performance standards and an increase in service costs.	4	4	16	<p><u>Reduces Likelihood</u></p> <p>1. Changes increase non-financial attractiveness of the council to current and future staff.</p> <p>2. Appropriate reward and recognition policies reviewed on a regular basis.</p> <p><u>Reduces Likelihood and Impact</u></p> <p>3. Pursuit of mutually beneficial shared service arrangements.</p> <p>4. Maximising flexibility around recruitment and retention</p>	Asst Director for HR and Transformation	5	2	10	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
SR_025	Not being able to sustain a culture that supports organisational objectives and future development.	<ol style="list-style-type: none"> <li>Decline in performance.</li> <li>Higher turnover of staff.</li> <li>Decline in morale.</li> <li>Increase in absenteeism.</li> <li>Service failure.</li> <li>Increased possibility of fraud.</li> <li>The council's Recovery and Stabilisation programme fails to meet its objectives.</li> </ol>	4	4	16	<p><u>Reduces Likelihood</u></p> <ol style="list-style-type: none"> <li>Build an organisational culture that supports equality and inclusivity through communication and support.</li> </ol> <p><u>Reduces Likelihood and Impact</u></p> <ol style="list-style-type: none"> <li>Continue to develop our performance management capability to ensure early intervention where service and/or cultural issues arise.</li> <li>Continue to develop communications through ongoing interactions with staff.</li> <li>Regular monitoring of the progress and outcomes of the Recovery and Stabilisation programme.</li> </ol>	Asst Director for HR and Transformation	3	4	12	Amber	01-Nov-2022
SR_026	Council prevented from delivering services for a prolonged period of time.	<ol style="list-style-type: none"> <li>Denial of access to property.</li> <li>Denial of access to technology/information.</li> <li>Denial of access to people.</li> </ol>	5	5	25	<p><u>Reduces Likelihood</u></p> <ol style="list-style-type: none"> <li>Adoption of best practice IT and Asset Management policies and procedures.</li> </ol> <p><u>Reduces Likelihood and Impact</u></p> <ol style="list-style-type: none"> <li>The council has created a more flexible, less locationally dependent service architecture.</li> </ol>	Chief Executive	2	4	8	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
						<u>Reduces Impact</u> 3. Regularly reviewed and tested Business Continuity Plans and updated contingency plans actioned. 4. Regularly reviewed and tested Disaster Recovery Plan.						
SR_027	Council materially impacted by the medium to long term effects of an event under the Civil Contingencies Act.	1. Service profile of the council changes materially as a result of the impact of the event. 2. Cost profile of the council changes materially as a result of the impact of the event. 3. Work adversely affected by reduced staff numbers owing to effects of pandemic virus. 4. Emergency caused by a climate change event (e.g. increased flooding risks)	5	5	25	<u>Reduces Likelihood and Impact</u> 1. Working in partnership with other public bodies. 2. Robust emergency planning and use of council's emergency powers. 3. Working with the Environment Agency on climate change measures <u>Reduces Impact</u> 4. Ongoing and robust risk profiling of local area (demographic and geographic). 5. Review budget and reserves in light of risk profile. 6. Funds set aside to help fund responses to an event.	Chief Executive	2	3	6	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
						<u>Reduces Likelihood</u> 7. Adoption of, and action taken to implement, the council's Climate Change and Sustainability Strategy.						
SR_028	Failure to meet regulatory or legal requirements.	1. Trust and confidence in the council is negatively impacted. 2. Deterioration of financial position as a result of regulatory intervention/penalties. 3. Deterioration of service performance as a result of regulatory intervention/penalties.	3	4	12	<u>Reduces Likelihood</u> 1. Developing, maintaining and monitoring robust governance framework for the council. 2. The council has adopted and published an Asset Management Strategy (AMS) that set out how the council uses its land and property assets effectively to deliver its service and the rules by which the council can purchase assets in the future. These strategies are updated on a yearly basis as part of the Capital and Medium-Term Financial Strategies. 3. Ensure there is full understanding the impact of new legislation. 4. All managers are required to abide by the council's procurement rules.	Chief Executive	2	4	8	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
						<p><u>Reduces Likelihood and Impact</u></p> <p>5. Building relationships with regulatory bodies.</p> <p>6. Develop our Performance Management capability to ensure early intervention where service and/or cultural issues arise.</p> <p>7. Ensure that fire risk regulations are adhered to and that Fire Risk Assessments are regularly reviewed.</p>						
SR_029	Commercial enterprises and investments do not deliver financial expectations or do not meet governance requirements.	<p>1. Unfamiliar activity with staff inexperienced in this area</p> <p>2. Council finances affected if projects do not meet financial expectations.</p> <p>3. Reputational damage if governance procedures are inadequate.</p> <p>4. Failure to abide by company law.</p>	5	5	25	<p><u>Reduces Likelihood</u></p> <p>1. Hire suitably qualified/experienced staff to give legal and specialist support.</p> <p>2. Up, or re, -skill staff to maximise commercial opportunities.</p> <p><u>Reduces Likelihood and Impact</u></p> <p>3. Ensure that projects meet core principles.</p> <p>4. Ensure governance processes are set up and adhered to.</p>	<p>Director of Regeneration and Planning</p> <p>And</p> <p>Chief Executive</p>	3	3	9	Amber	01-Nov-2022

Code	Title	Description	Likelihood	Impact	Original Risk Score	Internal Controls	Risk Owner	Likelihood	Impact	Current Risk Score	Traffic Light	Next Review Date
SR_030	The council suffers a personal data breach by inadequate handling of data or by an IT incident.	<p>1. Trust and confidence in the council is negatively impacted.</p> <p>2. Deterioration of financial position as a result of regulatory intervention/penalties.</p> <p>3. Deterioration of service performance as a result of regulatory intervention/penalties.</p> <p>4. Increased probability of compensation claims by persons affected by a personal data breach.</p>	3	4	12	<p><u>Reduces Likelihood</u></p> <p>1. Ongoing corporate training for data protection.</p> <p>2. Ensure all staff complete the e-learning Data Protection course.</p> <p>3. Ensure that the Data Protection Policy is regularly reviewed.</p> <p>4. Ensure the Data Protection Officer is afforded the resources to discharge their statutory functions.</p> <p>5. Ensure that managers regularly remind staff of their responsibilities under data protection, including personal data breach reporting arrangements.</p> <p>6. Ensure the suite of IT policies is kept up to date.</p> <p>7. Ensure that IT security is in place and regularly tested.</p> <p><u>Reduces Impact</u></p> <p>8. Incident management procedures to mitigate loss or breach of data are in place.</p>	Chief Executive	2	4	8	Amber	02-Aug-2022