

Appendix 7 – Risk Assessment

Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1	The administration of the scheme can be fully covered by resulting licence fees and be self-financing. However, costs related to enforcement for landlords who do not have a licence cannot be recovered via SL fee. If a scheme is implemented the main risk is that there is a low take up by landlords, which would increase the cost of compliance and recovery of enforcement costs.	<p>There already exist enforcement procedures to deal with landlords who do not comply with licensing conditions.</p> <p>Officers will be proactive to ensure eligible properties are licensed and existing enforcement procedures will be used to recover enforcement costs.</p>	Medium			Additional staff will be employed to administer the scheme
2	The scheme could also be susceptible to legal challenge if, for example, there was a challenge as to whether the criteria were met.	<p>From outset have worked with Legal Service on the proposal.</p> <p>Have benchmarked with other local authorities who have implemented a scheme.</p>	Medium			Continue to work with Legal Services
3	Any scheme requires the approval of the Secretary of State. The approval system is concerned with ensuring that the local housing authority has carried out the requirements imposed on it through the legislation before seeking to make the designation and can sufficiently demonstrate, where a scheme will impact on a large	<p>Housing Conditions Plus research undertaken. Information from the research demonstrated the primary condition had been met.</p> <p>Propose to undertake robust consultation of residents who will be impacted by the designation.</p>	Significant	High		Undertake consultation

	geographical area or number of privately rented properties , that there is robust evidence to support the reasons for making the designation.	Continued liaison with the MHCLG prior to submitting a scheme for approval.				Continue with liaison with the MHCLG
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Measures of likelihood/ Impact:

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long-term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.