

Risk Register (NBC)

Username: mcumbleton

Report Reference: 40/8480

Date: 9 February 2009

Joint Planning Unit : .

Register Issue: Draft (Amended: 06/02/09)

Level: 3 Group: Mgmt Board

Owner: Karen Moore

Risk No	Risk Title Or Description	Consequence	Prob	Impact	Rank	Risk Manager	Current Control Measures	No of RRs	Actions	Action Manager	Due Date	Complete	Target Rank	
011/00b	Failure of Joint Planning Committee to make timely decisions	Potential delay in preparation of Core Strategy. Adverse impact upon Housing and Planning Delivery Grant.	M	H	2	JSPC Programme Board		4	1	Extend workshops and seminars	AJ Gray	31/03/09		4
									2	Information to all members	AJ Gray	31/03/09		
									3	Produce and implement a Communications and Consultation Strategy	AJ Gray	31/01/09		
									4	Carry out all member training	Karen Moore	31/03/09		
012/00c	Failure of the constituent authorities to finance the JPU/budget exceeded	Unacceptable delay. Missed deadlines	M	H	2	JSPC Programme Board	Approved JSPC Committee Report	3	1	Budget taken forward to authorities budget rounds	JSPC Programme Board	01/01/09		2
									2	Operational budget devolved to JPU manager	Karen Moore	28/02/09		
									3	Commence quarterly meetings of SNC to monitor	Karen Moore	28/02/09		

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001/00e	Quality of evidence to date found seriously lacking	Delay to programme. Risk of plan being found unsound	M	H	2	Karen Moore		2	1	Carry out quality check via key officer workshops	Karen Moore	28/02/09		3
									2	Preparedness to commission further evidence rapidly	Karen Moore	31/03/09		
002/00c	Failure to recruit to posts	Too high workload on staff in post. Poor quality work leads to failure of soundness, pressure on existing staff leads to delay in preparation.	M	H	2	Karen Moore	Current retention and recruitment packages	1	1	Implement effective recruitment and retention procedures	Susan Bridge	31/03/09		3

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003/00c	Legal challenge or similar investigation.	Part of adopted CS may be struck out.	M	H	2	Karen Moore	GOEM liaison. Previous Counsel Advice. Learning from other authorities	2	1	Implement Training Programme for staff	Karen Moore	31/03/09		3
									2	Improved engagement to ensure evidence base is robust	AJ Gray	31/03/09		
004/00d	Failure to satisfy the soundness requirements of PINS.	Delay before plan can be adopted. Some steps may need to be undertaken again.	L	VH	2	Karen Moore	Learning from other authorities. Good practice. PAS template. Effective and robust evidence base	2	1	Appoint counsel	David Bailey	31/03/09		5
									2	Use of PAS Soundness Self Assessment Tool Kit	Karen Moore	28/02/09		

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005/00d	Failure to consider the comments of stakeholders and the community.	Fail at least one of the tests of soundness. Delay in the preparation of the Core Strategy.	L	H	3	Karen Moore	TBC	1	1	Produce and implement a Communications and Consultation Strategy	AJ Gray	31/03/09		5
006/00c	Failure to identify and produce robust evidence base.	Fail soundness test at LPI.	L	H	3	Karen Moore	Existing good/ bad practice (Inspector's reports). PPS/PPG requirements. Liaison with other organisations and agencies. SEA/SA process	3	1	Introduce system for keeping up to date with good/bad practice from Inspectors Reports etc	Karen Moore	31/03/09		5
									2	Introduce effective management and quality control procedures	Karen Moore	31/03/09		
									3	Appoint counsel	David Bailey	31/03/09		

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008/00a	Changes in political mandate of any partner authority.	CS progress delayed as strategy/ content is reconsidered. Direction if not resolved in satisfactory and timely manner.	M	M	4	Karen Moore	Plan ahead for elections. All member awareness of issues and policy formulation	2	1	Carry out all member training	Karen Moore	31/03/09		5
									2	Schedule key decisions to take account of elections	Karen Moore	31/03/09		
009/00b	External bodies not meeting their deadlines	Delays in process. Possible failure of soundness test at LPI.	M	M	4	Karen Moore	TBC	1	1	Share detailed programme with partners and key stakeholders - publish on website	Karen Moore	31/03/09		4

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010/00b	Poor internal and external communication	CS progress delayed, particularly through internal and external fire fighting.	L	M	5	Karen Moore	LDS SCI	1	1	Develop and implement a Communication Strategy	AJ Gray	31/03/09		5
007/00d	Failure to properly engage with members.	Potential delay in preparation of Core Strategy. Adverse impact upon Housing and Planning Delivery Grant.	L	M	5	Karen Moore	JSPC. Agreed procedures for lines of member communication. Individual steering groups. Member seminars/ workshops	3	1	Extend workshops and seminars	AJ Gray	31/03/09		5
									2	Information to all members	AJ Gray	31/03/09		
									3	Produce and implement a Communications and Consultation Strategy	AJ Gray	31/01/09		