

Habitat Regulations Executive Committee

Risk Register 2023: Appendix A

ID	Description	Category	Probability	Impact	Proximity	Response Category	Response	Risk Status	Risk Owner	Risk Actionee
1	Covid-19	Operational Strategic Financial People	Medium	High	Current	Reduce Fallback Avoid	Ensure safety of public-facing team. Maintain constant review of procedures, amend as necessary. Compile housing delivery data when available, incorporate into revised finance forecasts, and consider impact on 5 yr Delivery Plan. Report impacts to existing mitigation projects.	Active	Partner LPA / Staff	Partner LPA / Staff
2	Delays to mitigation measures identified in annual business plans	Operational	High	Medium	Within project	Reduce	Ensure regular contact with site/land managers to identify causes of delay and revised completion dates. Work with stakeholders to minimise delays and identify remedial action if necessary. Notify Offer Working Group (OWG) and HREC via progress reports.	Active	HRDM	HRDM/ Stakeholders
3	Proposed SANGS at Cranbrook do not meet essential criteria.	Strategic	Medium	High	Within stage	Fallback	Appropriate input from EDDC planning dept & liaison with Consortium to ensure proposed SANGS meet required standards. Liase with NE to understand their position. Planning permission for expansion areas cannot be given until this key requirement is met.	Active	Consortium / EDDC	Consortium / EDDC
4	Regulations amended following exit from EU	Regulatory	Medium	High	Within stage	Accept	Keep up to date with changes to legislation. Plan contingency response as part of Strategy review.	Active	HRDM	TDC/ECC/EDDC

5	HREC decisions not implemented at local level.	Strategic	Medium	High	Within stage	Reduce	Close liaison with LPA Planning Delivery Officers to ensure good working relationship and understanding. Training for LPA staff with presentations reemphasising importance of implementing Strategy to whole Council. Regular briefings to Members and leadership.	Active	Partner LPA / HRDM	Partner LPA / HRDM
6	Dawlish Warren coastal realignment	Strategic Operational	High	Medium	Within stage	Accept Fallback	Liaise with Environment Agency, Natural England and TDC to understand existing control measures, timescales. Agree new / amended mitigation as appropriate.	Active	SEDHRP / TDC / NE	SEDHRP / TDC / NE
7	Economic shocks lead to housing market crash.	Financial	Medium	High	Within stage	Accept	Technically, fewer houses mean fewer impacts and therefore less mitigation is required. However, potential impact to longer term measures which are forward funded in expectation of future developer contributions. Understand how many dwellings are still to contribute & review costs.	Active	Partner LPA / HRDM	Partner LPA / HRDM
8	Cost of mitigation measures exceed identified budgets.	Operational Financial	Medium	Medium	Within stage	Reduce Accept	Keep income & expenditure under regular review. Undertake benchmarking, cost certainty for large projects (such as Pebblebed Heaths Visitor Access Improvements). Ongoing evaluation of validity of measures.	Active	HRDM / Partner LPA	HRDM
9	Developer contributions not paid	Financial	Medium	Medium	Within stage	Reduce	LPA planning departments responsible for ensuring contributions are paid. Enforcement measures should be undertaken if not paid.	Active	Partner LPA	Partner LPA
10	Expiration of planning obligations / repayment of contribution to developers	Financial	Medium	Medium	Within stage	Reduce	LPA planning departments responsible for monitoring status of planning obligation compliance & expiration. Ongoing review of financial monitoring data from LPAs by accountants and HRDM. Expirations identified in advance and prioritised for payment.	Active	Partner LPA / HRDM	Partner LPA / HRDM

11	Insufficient funding to contribute to Dawlish Warren Visitor Centre	Financial	Medium	Medium	Within project	Reduce	Increased frequency of housing forecasts to signal any changes to income. Reprioritise projects to accommodate if appropriate. Seek forward funding if necessary. Keep project manager/s informed of forecasts. <Mitigation Strategy review of this measure>	Active	HRDM	HRDM
12	Patrol Boat/4x4 accident / vandalised	Operational	Medium	Medium	Within project	Reduce	Mandatory job related training. Vehicles insured and stored according to Council policy.	Active	HRDM	HRDM
13	Mitigation strategy measures insufficient to prevent significant effects to protected sites.	Strategic	Low	High	Within project	Avoid	Regular and established monitoring of key species and habitats, as well as visitor numbers and behaviour, will establish whether the measures implemented are sufficient to prevent impacts from effecting the sites. Further and/or different measures to be considered if/when necessary.	Active	Partner LPA / HRDM	Partner LPA / HRDM
14	One of the partner authorities withdraws from approach	Strategic	Low	High	Within project	Avoid	HRDM to continue to work closely partners. Demonstrate effective delivery, value for money. Ensure understanding of consequences of no mitigation. Understand needs, expectations, and budgets. Ensure delivery of key projects to demonstrate benefits to all.	Active	Partner LPA / HRDM	Partner LPA / HRDM
15	Loss of experienced staff – Delivery Manager / wardens / DLD	People	Medium	Medium	Within project	Fallback	Ensure good understanding of Strategy within existing team. Communicate approach, aims and objectives widely across 3 authorities. Ensure attendance at officer workshops. Hold regular 1:1 meetings to discuss roles, issues arising, etc.	Active	HRDM	HRDM
16	Quantum of SANGS required increases significantly	Strategic	Low	High	Within project	Avoid	We have an agreed Partnership SANGS Strategy. Continue work on delivery of identified and prioritised sites. Monitor effectiveness of delivered sites. Maintain emphasis on developer provision of SANGS, reduce LPA burden, continue	Active	HRDM	HRDM / GI Officer

							investigation of Land Trust-type model.			
18	Partnership unable to identify appropriate model for ongoing management of Strategy in perpetuity.	Strategic	Low	High	Within stage	Reduce	Funding identified and heads of terms for in-perpetuity management of Dawlish and SWE SANGS agreed between TDC and Land Trust. Final HIF arrangements completed.	Active	Partner LPA / HRDM	TDC/ECC/EDDC

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19	Accident/injury at work (Habitat Mitigation Officers & Project Officer (Dogs))	People	Low	Medium	Within project	Avoid	Mandatory job related training (First Aid at Work, Sea Survival, Boat Handling etc), insurance. Post holders to read, understand and abide by EDDC H&S policy requirements. Lone working policy change agreed in consultation with EDDC Health & Safety Officer. Body Worn Camera policy and procedures to be followed as instructed.	Active	HRDM	HRDM
20	Dog bins vandalised on PBH	Operational	Low	Low	Within project	Fallback	Identify/allow for replacement as per PBH VMP.	Active	HRDM	Stakeholders / HRDM
21	Inappropriate behaviour at work.	People	Low	Medium	Within project	Avoid	Clear direction on desired approach from stakeholders. Regular 1:2:1 meetings with line managers. Post holders to read, understand and abide by EDDC Behaviours Framework policy requirements.	Active	HRDM	HRDM
22	Poor staff performance	People	Low	Low	Within stage	Reduce	Regular 1:2:1 meetings with line managers. Clear direction on desired approach from stakeholders. Clear job description and person specifications. Sufficient work and variation in work to motivate staff. Recognition of success and learning from failure.	Active	HRDM	HRDM
23	Change in (voting) Committee Member/s	Governance	Medium	Low	Within project	Accept	Ensure broad understanding of Strategy across the authorities - Members newsletters, media releases etc. Ensure new Member/s receive full briefing and access to previous reports.	Active	HRDM	HRDM
24	Users refuse to respect Wildlife Refuges	Operational	Low	Medium	Within project	Reduce	HMO presentations to user groups prior to start of peak season. Signage, interpretation, patrol boat and codes of conduct in place. Monitoring of WRs by wardens. Satisfactory 3 year review. If no other option, investigate statutory restrictions.	Active	HRDM	HRDM

Risks - Inactive status

1	Failure to reach agreement on funding SANGS	Strategic	Medium	High	Imminent	Avoid	Cross authority officer workshop. Agree criteria. Clarify SANGS Strategy approach/requirements. Identify accurate costs (purchase, uplift, manage), delivery models, quality, timeframes, outcomes for each area.	Inactive	HRDM	Group
2	Poor turnout of user groups for codes consultation	Operational	Medium	Medium	Within stage	Reduce	Good promotion of consultation via EEMP contacts and social media. Work with user groups to ensure ownership and involvement, respond to requests from users.	Inactive	HRDM	HRDM
3	Inability to source a Patrol Boat within budget	Financial	Medium	Medium	Within stage	Fallback	Delay purchase until after peak season. Test boat before purchase. Explore part funding opportunities.	Inactive	HRDM	HRDM
4	Change in line management for staff	Operational	Low	Low	Within project	Fallback	Handover meeting with EDDC Countryside & HRDM. Monthly one to one meetings with HMOs & PO (DLD) to review and agree objectives. HRDM to undergo relevant training.	Inactive	HRDM	HRDM
5	Inability of Partnership to acquire sufficient land at acceptable cost to qualify as SANGS.	Strategic	Low	Medium	Within project	Reduce	SANGS procured @ Dawlish, procurement at SWE underway. Change of approach to developer provided SANGS as a pre-requisite for larger developments.	Inactive	HRDM	TDC/ECC/EDDC
6	Insufficient funding to employ Delivery Manager / DLD after initial term	Financial	Medium	Medium	Within project	Reduce	Presuming a sound and robust rationale for maintaining roles, make business case to partner authorities and identify potential funding solution(s). Increased frequency of housing forecasts to signal any changes to income. Reprioritise projects to ensure continuity	Inactive	HRDM	HRDM
7	Landowner decides not to sell land for SANGS Opportunity (SWE)	Strategic	Low	High	Within stage	Avoid	Maintain communication with landowners/developers. Expedite agreement of terms and sign contracts.	Active	TDC	TDC