

Ongoing Risks and Risks Identified by Service Management Teams and Management Team

Chief Executive and Central Services	Covid-19	Impact on resources within service	Ongoing	Part of Strategic Risk Register.
	Larkfield Leisure Centre	All showers are currently closed due to COVID-19. Last set of samples in August came back all clear, but the biocide is running at 100ppm in order to achieve that. If next 2 samples come back clear then Trust will move to quarterly sampling, but in the meantime we will be scoping/ costing independent water system to feed dry change area. We will only need this if samples go the wrong way, but the cost of such a system is unbudgeted.	Ongoing	We have had a further set of samples that have come back clear, but given the impact of the pandemic upon leisure centre activities it is appropriate to leave as a risk for the time being.
Finance and Transformation	EU Transition	Impact on resources identified within service	Removed	As most staff within service now working from home, little or no risk on movement to staff.
	Coco Compliance	Review of IT Infrastructure identified several areas of weakness for IT standards compliance	Ongoing	Number of risks removed, expected that remaining risks, once removed, will allow full compliance.
	Subsidy Audit	Deadline for completion audited return, 31st Jan 2021, could be at risk due to external resourcing of Grant Thornton	Ongoing	
	Council Website	Implementation of new Council Website for transitional arrangements.	Ongoing	
	IT infrastructure	Procurement and implementation of IT infrastructure for production environment. Current equipment goes out of support in December 2020.	Resolved	Support now extended to June 2021.
	Covid-19	Pandemic issues surrounding Council Finances	Ongoing	Part of Strategic Risk Register.
	Equipment Failure	Folding Machine used for Revenues and Benefits correspondence is now out of maintenance contract. New single folding machine procurement has been delayed due to Covid-19 lockdown.	Ongoing	New Folding machine has been ordered and will be in place for the main billing run in late February. Due for delivery early January, risk is that this could be effected by Tier 4 categorisation.
	Statement of Accounts	Due to remote working the work undertaken by our External Auditors required additional time, specifically in the area of asset valuation. The potential delays resulting in the possibility of not having the accounts signed by the November deadline.	Resolved	Information passed to Auditors resulting in changes to Statement on Asset Valuations and an unqualified audit opinion.
Supported Accommodation	Change in KCC approach for care need could have impact on ability to recover Housing Benefit Subsidy	Superseded	Costs now reflected within Council Budgetary Framework.	

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Planning, Housing and Environmental Health	Temporary Accommodation (TA)	Increasing use of TA (backdrop of Homeless Reduction Act implementation/access to affordable PRS etc.) resulting in increasing cost to Council	Ongoing	Work at a strategic level to respond to increasing demand is ongoing however will take time to come to fruition and have impact on numbers. Also important to note that numbers are not static and increases are expected.
	Temporary Accommodation (TA)	Personal injury claims	Ongoing	During the Covid-19 crisis we do not have the same property inspection regime and people are spending more time at home.
	Food & Safety	Increased risk of food complaints/poisoning	Ongoing	During the Covid-19 crisis the ceasing/reduction in the food hygiene inspection regime may result in food safety issues.
	Increased number of planning appeals/inquiries	Identified in service and in the knowledge of associated costs to resource them effectively	Ongoing	Volume and complexity of applications coming forward in parallel with local plan progression and given current uncertainties in timescales for adoption.
	Local Kent Tracing Partnership work	T&M from end November 2020 are part of the Local Kent Tracing Partnership which involves Officers visiting the properties of Covid positive residents to complete close contact information with them.	Ongoing	High risk activity - fully risk assessed and measures implemented to reduce risk as much as possible but requires continuous monitoring and review.
	Local Plan	Due to rising Covid-19 infection rates and the increase of other infections during winter there is an increased risk of illness having a detrimental impact on the Council's Team.	Ongoing	Key Members of Staff, Counsel, Consultants falling ill before or during the Hearings (e.g. contracting Covid).
	Local Plan	The Inspectorate have raised some issues with the Council's version of MS Teams for conducting the virtual Hearings following a trial run on 10.9.20. Solutions are being investigated with IT, but this remains a risk.	Removed	Use of Microsoft Teams has resolved issues and is working well.

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Street Scene, Leisure and Technical Services	Operation Fennel	Impact of no deal Brexit on road network linked to Eurotunnel/Dover port. Particular focus for TMBC on M20 and M26. Risks relate to business continuity, media & comms and staff resourcing .	Ongoing	Brexit exercise (Loki) for 2nd tier Officers undertaken March 2019. Remote access capabilities reviewed, and meeting held with contractors to discuss implications/contingencies. Ongoing attendance at Strategic/Tactical Coordinating Group meetings.
	TSP Outdoor pool	Significant water leak identified at outdoor pool. Risk of long delay to opening outdoor pool and associated loss of income/adverse customer reaction	Removed	Whilst exact cause of leak was not able to be determined the issue was resolved in liaison with Property Services and the Leisure Trust
	Out of Hours Guidance	Guidance provided to Duty Officers in OOH document for dealing with hazardous waste spillages not adequate following incident	Removed	Updated guidance now contained in OOH Manual.
	Legionella	Problem identified in LLC Dry change showers.	Ongoing	See Larkfield Leisure Centre above.
	Castle Motte Trees	Following high winds a tree fell and caused significant damage. Tree removed and pathway repaired. Path closed to public until works complete. Historic England consulted and recommended removal of all trees on motte to protect ancient monument from future damage. External tree consultant employed with works subsequently undertaken to address health and safety issues.	Removed	Health and safety concerns addressed. Trees will be inspected regularly as part of Tree Safety Strategy.
	Bridge inspections	Bridges on Council owned land identified as service risk. Internal Officer Group established and bridge audit progressed. Identified as Service Pressure Aspiration. Revenue budget approved to inspect and repair bridges over 2 years and annual inspections to be progressed.	Ongoing	Second year programme of work currently being progressed.
	Leybourne Lakes Country Park	Anti-social behaviour increased on site during peak summer months which became unmanageable for on site staff. External security staff appointed and extended during Covid due to increase in users.	Ongoing	Problem will need to be addressed annually during peak summer months.

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Waste Contract	Following a previous Road Traffic Accident and recent fatality on the contract a joint Task and Finish Group has been established with TWBC to undertaken a fundamental review of the Partnerships internal operating procedures in regard to health and safety application and monitoring. Group to include (from TMBC) Director, Head of Service, Partnership Manager, H&S Officer, Legal and operational staff.	Ongoing	First meeting to be held on 15 December 2020
Moss clearance on paths at Tonbridge Cemetery	Identified as part of Health & Safety inspection	Removed	Immediate works progressed and annual clearance added to ground maintenance contract.