

Appendix 1: Abbreviations.

AH-	Affordable Housing
A&SS-	Assets and Street Services (Directorate)
BCP-	Business Continuity Plan
BFI-	Benefits Fraud Inspectorate
BI-	Business Improvement (Directorate)
BP-	Borough Plan (or Business Plan)
CAMT-	Corporate Asset Management Team
CGG-	Corporate Governance Group
CIGG-	Corporate Information Governance Group
CLG-	Communities & Local Govt
CLIP-	Corporate Library Information Point
CPO-	Compulsory Purchase Order
CSHG-	Corporate Strategic Housing Group.
DHF-	District Housing Forum (to which Registered Providers are invited)
EST-	Energy Saving Trust
F&P-	Finance and Procurement (Directorate)
G&R-	Governance and Recreation (Directorate)
GOWM -	Government Officer for the West Midlands
H&C-	Housing and Communities (Directorate)
HASCOG -	Health & Safety Co-ordinators' Group
HCA-	Homes & Communities Agency
HSE -	Health & Safety Executive
HSM-	Health & Safety Manager
IDeA-	Improvement & Development Agency
IEG -	Implementing Electronic Government
IIP -	Investors in People
IMG-	Information Management Group
LRF-	Local Resilience Forum (the primary liaison body linking Category 1 responders within the Warwickshire Police Boundary under the Civil Contingencies Act, 2004).
LSP-	Local Strategic Partnership
MTFS-	Medium Term Financial Strategy.
NABCEL-	Nuneaton & Bedworth Community Enterprises Ltd
NABSCOP-	Nuneaton & Bedworth Safer Communities Partnership

OSP-	Overview & Scrutiny Panel
HB/CTB-	Housing Benefits/ Council Tax Benefits
NNDR-	National Non-Domestic Rates
ORR(s)-	Operational Risk Register(s)
P&QM -	Performance & Quality Manager
PAS-	Planning Advisory Service
PDSO (O&S)-	Principal Democratic Services Officer (Overview & Scrutiny)
PI -	Performance Indicator
PMF -	Performance Management Framework
PSLF-	Private Sector Landlords Forum
PVP-	Potentially Violent Persons.
RPLG-	Registered Providers Liaison Group (private housing provision).
R&PP-	Regeneration and Public Protection (Directorate)
RR-	Risk Register
RSL-	Registered Social Landlord(s)
SDP-	Service Delivery Plan
WIP-	Warwickshire Investment Partnership.
WRAP-	Waste & Resources Action Programme
WWP-	Warwickshire Waste Partnership

Appendix 2: Reasons Why Certain 'Gross Red' Risks are 'Net Red'.

R29:

An extensive programme of consultation on the Preferred Options for the Borough Plan took place last year. The success of the consultation is reflected in the scale of the response received both in terms of the volume and depth of feedback. The responses received from residents and other interested parties have had to be processed and properly investigated and considered, as those who made the effort to submit a response would expect. This takes time. Further evidence is also being collected to inform the next stage of the Plan. It is for these reasons that there has not yet been a further round of public consultation. This will happen in due course later this year and will be followed by an examination in public at the beginning of next year. A revised timetable has been published on the website. Additional officer resources will not assist as existing officer time taken to recruit, induct and supervise the new resource would add further delay in the short term within which the draft Plan is being prepared.

R27:

Because of the following:

- (a) Demand heavily outweighs housing resources;
- (b) The current economic climate;
- (c) Other areas in the region are more attractive to developers / builders.

R34:

Following recent cases where this risk materialised, additional measures have been put in place and others are in the pipeline to reduce the risk. However, since this has actually happened the likelihood has to remain "very high" until a sufficient period has elapsed to prove the effectiveness of the new measures.

Appendix 3: Risk Score Descriptors (Likelihood).

- 6: **Very High** – occurrence is most likely or has already happened and will do so again if control measures are not introduced
- 5: **High** – occurrence is anticipated within the next 12 months
- 4: **Significant** – occurrence is probable in the next 3 years
- 3: **Low** – limited likelihood of occurrence in the next 3 years
- 2: **Very Low** – not likely to occur in the next 3 years
- 1: **Almost Impossible** - only anticipated in the most exceptional circumstances

Appendix 4: Risk Score Descriptors (Impact).

	Level of Impact	Service Delivery	Financial	Reputation
4	Major	<ul style="list-style-type: none"> • A service delivery failure causes significant hardship to vulnerable people (impact: over 7 days) or failure to meet a nationally-mandated deadline. • Loss of major stakeholder/partner. • Adverse outcome of a serious regulatory enquiry. 	<ul style="list-style-type: none"> • Financial loss over £400,000. • Serious risk of legal challenge with substantial implications • Multiple loss of life 	<ul style="list-style-type: none"> • Sustained adverse TV/radio coverage. • Borough wide loss of public confidence • Major damage to local environment.
3	Serious	<ul style="list-style-type: none"> • A service delivery failure causes significant hardship to vulnerable people (3-7 day impact). • Formal regulatory investigation. • Loss of a key partner or other partners. 	<ul style="list-style-type: none"> • Financial loss between £200K and £400K. • High risk of successful legal challenge with serious implications <p>Extensive or multiple injuries &/or a fatality</p>	<ul style="list-style-type: none"> • Significant adverse coverage in national press or equivalent low national TV coverage. • Serious damage to local environment.
2	Moderate	<ul style="list-style-type: none"> • A service delivery failure causes significant hardship to vulnerable people (1-2 day impact). • Loss of a significant non-key partner. • Legal concerns raised. • Suspension of employees has moderate effect on service provision. 	<ul style="list-style-type: none"> • Financial loss between £50K and £200K • Informal regulatory enquiry • Moderate injuries to an individual 	<ul style="list-style-type: none"> • Significant adverse coverage in local press or regional TV. • Large number of customer complaints. • Moderate damage to local environment.
1	Low	<ul style="list-style-type: none"> • Minor disruption to internal services only. • Minor legal implications. • Disciplinary action not significantly affecting service provision. 	<ul style="list-style-type: none"> • Financial loss up to £50K • One or more minor injuries to an individual. 	<ul style="list-style-type: none"> • Minor adverse media coverage. • Minor environmental damage. • Minor increase in number of customer complaints.

SCRUTINY WORK PROGRAMME SUGGESTION FORM

When suggesting a Work Programme item, consideration needs to be given to the following questions:

- Why is the issue being suggested for review?
- What difference could be made by looking at this item?
- Will the review contribute to the Council's corporate priorities? (Links to Corporate Aims/Objectives, Nuneaton & Bedworth Borough Council aims, objectives, service plans, forward plan, CPA Improvement Plan, strategies, LSP, Community Plan, Local Development Framework etc.

Suggested Work Programme Item	
Using the Councils unwanted wood and felled trees to relieve fuel poverty in the borough.	
What category of scrutiny does this fall within	Please tick
Policy Review & Development	Yes
Contributes to continuous improvement	Yes
Public concern	No
Holding the executive to account	
Rationale – the reason for suggesting the review e.g. high level of user dissatisfaction	
To consider the feasibility of using felled trees to alleviate fuel poverty in the borough. Whilst also taking into consideration and review the smokeless zones and other relevant information	
Evidence - Government legislation/ survey results/ Council policy/ poor performance against national or local PI's/ BVR / media interest etc	
Defra – information on fuels and wood burning stoves/fires, AQMA – air quality Smokeless Zones legislation and requirements Glendale Contract	
Desired outcome of the review	
Provide free or reduced price fuel to those identified as being in fuel poverty in the Borough.	
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