



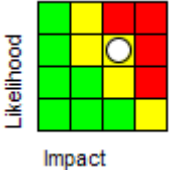
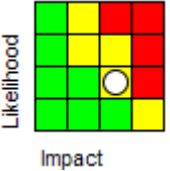
# Appendix 1 TC Risk Register summary

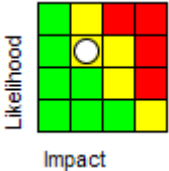
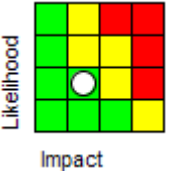
Generated on: 03 July 2015



## Risk Traffic Light: Amber 3

Risk No, Title, Department, Risk creation date	Description (Cause, Event, Effect)	Current Risk Score	Risk Owner	Risk update	Target Risk Score	Target date	Risk Trend		
CR01 <b>Resilience Risk</b> Town Clerk's Creation Date 20-Mar-2015	<p><b>Cause</b> - Lack of appropriate planning, leadership and coordination</p> <p><b>Event</b> - Emergency situation related to terrorism or other serious event/major incident is not managed effectively</p> <p><b>Effect</b> - Major disruption to City business, failure to support the community, assist in business recovery</p>	 <p>Likelihood</p> <p>Impact</p>	8	John Barradell	<p>This risk was review by the SMT and the assessment score is rated as unchanged</p> <p>Exercise Allovus was conducted on June 11 successfully. The exercise included the emergency services. The findings from the exercise will be reported to the Summit Group on July 13</p>	 <p>Likelihood</p> <p>Impact</p>	8	31-Mar-2016	↔

Risk No, Title, Department, Risk creation date	Description (Cause, Event, Effect)	Current Risk Score		Risk Owner	Risk update	Target Risk Score		Target date	Risk Trend
CR09 <b>Health and Safety Risk</b> Town Clerk's Creation Date 22-Sep-2014	<p><b>Cause</b> – Safety is treated as a low priority by the organisation, lack of training of staff and managers, management complacency, poor supervision and management</p> <p><b>Event</b> – Statutory regulations and internal procedures relating to Health and Safety breached and/or not complied with.</p> <p><b>Effect</b> – Possible enforcement action/ fine/prosecution by HSE, Employees/visitors/contractors may be harmed/injured, Possible civil insurance claim, Costs to the Corporation, Adverse publicity /damage to reputation, Rectification costs</p>		12	John Barradell	<p>The risk was reviewed by the SMT on 240615, no change to the assessment at this time</p> <p>External accreditation of the CoL Health and Safety Management System is due to take place in November</p> <p>The Top X risk assessment approach is being repackaged to bring the process in line with the Covalent risk management software</p>		8	31-Mar-2016	↔

Risk No, Title, Department, Risk creation date	Description (Cause, Event, Effect)	Current Risk Score	Risk Owner	Risk update	Target Risk Score	Target date	Risk Trend		
TC TCO 01 <b>Staff shortage and Capacity (previous risk no CR18)</b> Town Clerk's Creation Date 22-Sep-2014	<b>Cause</b> – A combination of changes to economic, legislative environment or employment market <b>Event</b> – Critical loss of capacity in business critical roles, impacting our ability to achieve our strategic aims/service provision <b>Effect</b> – Inability to recruit and retain business critical staff		6	John Barradell	This risk was agreed to be de escalated from the Corporate risk register (CR18) to departmental level by CORMG 25 June 2015. Please contact Paul Dudley for further information. A formal workforce planning structure that reports on workforce plans, staff development plans and business improvement plan to the Workforce Planning Steering Group and the Summit Group has been introduced A detailed improvement plan is being drawn up to ensure that the findings of the recent IIP review are implemented An employee development plan is on target to be delivered by the end of 2016		4	31-Mar-2017	↔