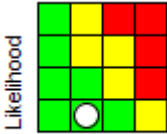

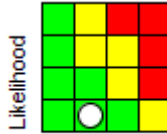


Appendix 2: BHE Risk Register



Risk Level Description Service

Code	TC CBT 01	Title	Financial loss through fraud or theft.
Description	Cause: Financial and governance controls are not sufficient enough to identify fraudulent activity. Event: Funding awarded is not being used in line with the terms and conditions of grant. Impact: Negative reputational impact; grant monies may be unrecoverable which is a loss to the charity. Additional officer resources may be required to investigate and liaise the authorities.		
Category	Financial	Approach	
Risk Level	Service	Risk Owner	David Farnsworth
Strategic Aim	SA3	Key Policy Priority	KPP4
Department	Town Clerk's	Committee	The City Bridge Trust Committee
Current Risk Assessment, Score & Trend Comparison	<div>  <div>2</div> <div>  </div> <div>Constant</div> </div>		
Target Risk Assessment & Score	<div>  <div>2</div> </div>		

Likelihood	Rare
Impact	Serious
Risk Score	2
Review Date	08-Feb-2019

Likelihood	Rare
Impact	Serious
Risk Score	2
Target Date	01-Jun-2019

Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 01 A	Financial loss through fraud or theft.	<p>CBT to continue with its existing robust monitoring and evaluations systems.</p> <p>To continue to regularly review grant assessment processes.</p> <p>To continue to undertake mystery shopping and compliance visits to grantees.</p> <p>To continue to undergo internal and external audit.</p> <p>To update wherever necessary documentation that is issued into the public domain which states that CBT has a zero tolerance to fraud.</p> <p>To continue to undertake detailed financial assessments of any grants deemed to be of a higher risk.</p> <p>To continue to ensure that the grants management database has a clear delegation of duty.</p>	Jenny Field	01-Jun-2019	35%	Risks reviewed by management team on 19.02.2019

Code	TC CBT 02	Title	Grant not used for its intended purpose
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Description	Cause: Grant award not being used in accordance with Trust priorities and in line with the original grant application. Event: Funding not being used for its intended purpose. Impact: Reputational damage to the Trust.
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Category	Financial	Approach	
Risk Level	Service	Risk Owner	David Farnsworth

Strategic Aim	SA3
Department	Town Clerk's
Current Risk Assessment, Score & Trend Comparison	<div> </div>
Likelihood	Possible
Impact	Serious
Risk Score	6
Review Date	08-Feb-2019

Key Policy Priority	KPP4
Committee	The City Bridge Trust Committee
Target Risk Assessment & Score	<div> </div>
Likelihood	Possible
Impact	Serious
Risk Score	6
Target Date	01-Jun-2019

Actions related to this risk:

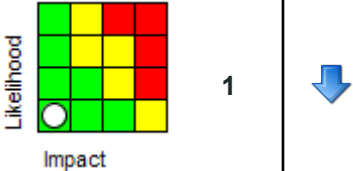
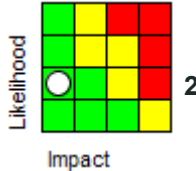
Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 02 A	Grant not used for its intended purpose	To continue to undertake regular learning visits to grantees so as to identify any issues at an early stage. To continue to meet with the Comms and Media team to update on any potential or emerging issues with grantees.	Jenny Field	01-Jun-2019	25%	Risks reviewed by management team on 19.02.2018

Code	TC CBT 03	Title	Negative publicity and reputational damage
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Description	Cause: The Trust's new Funding programmes are not understood in the charitable sector Event: The Trust receives a high number of applications which creates a delay in assessment. Impact: Negative publicity and reputational damage to the Trust and its trustee the City of London Corporation.
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Category	Reputation	Approach	
Risk Level	Service	Risk Owner	David Farnsworth

Strategic Aim	SA3	Key Policy Priority	KPP4
Department	Town Clerk's	Committee	The City Bridge Trust Committee

Current Risk Assessment, Score & Trend Comparison		Target Risk Assessment & Score	
Likelihood	Rare	Likelihood	Unlikely
Impact	Minor	Impact	Minor
Risk Score	1	Risk Score	2
Review Date	08-Feb-2019	Target Date	01-Jun-2019

Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 03 A	Negative publicity and damage to the City of London Corporation's reputation.	To continue to undertake regular funding presentations to the sector. To continue to monitor and act upon any feedback received from grantees (website/social	David Farnsworth	01-Jun-2019	35%	Risks reviewed by management team on 19.02.2019.

		media/monitoring forms). To undertake visits to borough leaders and raise the profile of CBT. To continue to monitor and review the number of applications received.				
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Code	TC CBT 04	Title	IT failure
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Description	Cause: Malicious attack, unpredictable event or adverse weather conditions. Event: IT failure at the data centre managing the Trust's CRM data. Impact: Inability to access active or historical grant data. Unable to assess and manage grant applications, causing a backlog.
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Category	Technological	Approach	
Risk Level	Service	Risk Owner	David Farnsworth

Strategic Aim	SA3	Key Policy Priority	KPP4
Department	Town Clerk's	Committee	The City Bridge Trust Committee

Current Risk Assessment, Score & Trend Comparison	<div><div>Likelihood</div><div><div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div></div><div>Impact</div></div> <div>4</div> <div><div></div></div> <div>Increasing</div>				
	Likelihood	Unlikely			
	Impact	Serious			
	Risk Score	4			
	Review Date	24-Apr-2019			

Target Risk Assessment & Score	<div><div>Likelihood</div><div><div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div><div><div></div><div></div><div></div><div></div></div></div><div>Impact</div></div> <div>2</div>				
	Likelihood	Unlikely			
	Impact	Minor			
	Risk Score	2			
	Target Date	01-Jun-2019			

Latest Note	Risk impact increased due to possible impact of data servers being based in the EU.
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Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 04 A	IS failure	To continue to meet on a regular basis with the CBT IT Business partner to ensure that all off site data back up sites and storage are suitable. To continue to ensure that any viruses and spam are reported to the IT department and dealt with swiftly.	Jenny Field	01-Jun-2019	35%	Risks reviewed by management team on 19.02.2019.