

		High 9 risks							
		Medium 7 & 8 risks							
		Risks to be deleted from next 1/4 profile							
		Risk reduced from last 1/4 profile							
		New risks							
Risks and Action Plan Risk Identified	Profile	Action Required to Address Risk	Target Date	Risk Category	Current position / progress	Status	Status	Current Rating	
		in order to reduce the risk	for action completion	Strategic, Operational, Project	as at 06/01/2012	as at June 11	as at Sept 11	as at Dec 11	
1	Reputational damage	Chief Executive	NONE	Strategic	Although this is identified as a risk, reputation damage is normally a consequence of other risks that have occurred. There are numerous controls in place in this profile, however if this did occur, the impact and likelihood of it happening has resulted in the High Red 9 rating		High 9	High 9	
2	Potential Claims growth	Chief Executive	Revise operating procedures to ensure they are more robust to defend claims whilst taking into account financial limitations	Jan-12	Strategic	Insurance renewal process currently being undertaken and the claims received are being reviewed to identify what areas seem to be receiving the most claims, in an attempt to change the way the sections work, thereby reducing if possible the number of claims in these areas.		High 9	High 9

Appendix X									
Risks and Action Plan Risk Identified	Profile	Action Required to Address Risk	Target Date	Risk Category	Current position / progress	Status	Status	Current Rating	
		in order to reduce the risk	for action completion	Strategic, Operational, Project	as at 06/01/2012	as at June 11	as at Sept 11	as at Dec 11	
3	ICT system failure	ICT services	Undertake works to complete a few minor issues, then the area to be made fire retardant	Feb-12	Operational	Minor works such as leaking radiators are outstanding. The fire retardant issues for the area are in hand with the property section to place orders and complete these works	Extreme	High 9	High 9
4	Overall budget realisation fails	Resource & Support Services	NONE - this risk is outside of the council's control		Strategic	Numerous controls in place to deal with this internally such as monthly budget reports, MTFS continually reviewed, contingency fund available, realistic increases included in base figures		High 9	High 9
5	Breach of Data Protection Action	Resource & Support Services	A further training of the government protected marking scheme is to be rolled out across the council following the recent mandatory information security briefings to all staff	Mar-13	Strategic	This risk is currently being controlled - various training sessions have taken place with all staff, guidelines are available, data protection and information security training has taken place, however the overall impact and likelihood ratings have remained high.		High 9	High 9

Appendix X									
Risks and Action Plan	Profile	Action Required to Address Risk	Target Date	Risk Category	Current position / progress	Status	Status	Current Rating	
Risk Identified		in order to reduce the risk	for action completion	Strategic, Operational, Project	as at 06/01/2012	as at June 11	as at Sept 11	as at Dec 11	
6	Increase in Fees and Charges does not result in higher income levels	Balances / Contingency Reserve 2012/12	NONE		Project	The control measures in place currently secure this risk as it is, however if any issues arise it is monitored as part of the financial system			Medium 8
7	Fall in interest rates reduces income to the Council	Balances / Contingency Reserve 2012/12	NONE		Project	This risk is somewhat out of the control of the council			Medium 8
8	Abuse of email facility	Fraud Awareness	The updated online fraud and corruption data package now contains an elearning training module on misuse of time and resources on email and internet facilities. Roll out then needs to be done to all staff	Mar-13	Operational	The control measures in place currently secure this risk as it is. The rating is low impact, high likelihood but the mailmeter reports sent to Heads of Service allow the corrective measures when required, to be implemented in line with the disciplinary procedures of the council.			Medium 7
9	Failure to achieve service cost savings in 2012/13 and 2013/14	Recycling Strategy	Contract to be legally extended to current contractors	Jan-12	Project	Approval given for the 2 year extension to the current contract		Medium 8	Medium 8
10	Medium risk recommendations not being implemented	Audit	Continual monitoring and reminders given to officers, however an escalation process is used in the worst scenarios		Operational			Medium 7	Medium 7

Appendix X								
Risks and Action Plan	Profile	Action Required to Address Risk	Target Date	Risk Category	Current position / progress	Status	Status	Current Rating
Risk Identified		in order to reduce the risk	for action completion	Strategic, Operational, Project	as at 06/01/2012	as at June 11	as at Sept 11	as at Dec 11
11	Low risk recommendations not being implemented	Audit	Continual monitoring and reminders given to officers, however an escalation process is used in the worst scenarios	Operational			Medium 7	Medium 7
12	Possible receipt of malicious package at the Civic Offices	Customer Services	NONE	Operational	The post opening procedures are kept up to date, however the risk is a low impact, high likelihood		Medium 7	Medium 7
13	Failure to identify a suitable primary authority business partner	Primary Authority Scheme	Contact with businesses taking place, liaison with SCC to become a partner, undertake separate meetings with businesses to discuss	Dec-11	Project	PAS scheme approved by Cabinet 19/10/11, so further actions will be started	Medium 7	Medium 7
14	Bad debts reduce the council's income	Resource & Support Services	NONE	Strategic	This risk is being controlled through continuous monitoring and a bad debts provision		Medium 8	Medium 5