

		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 Dec 11	as at Mar 12	as at June 12	
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	I = 3 L = 3 High 9	I = 3 L = 3 High 9	I = 3 L = 3 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	Dec-12	Strategic	Reviews taking place with officers of the ways of working and reporting incidents/accidents and keeping records, to enable SMART ways of working to be developed if possible, and to enable identification of high risk areas where controls can be added to help with protecting the council	I = 3 L = 3 High 9	I = 3 L = 3 High 9	I = 3 L = 3 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 Dec 11	as at Mar 12	as at June 12
3	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	I = 3 L = 3 High 9	I = 3 L = 3 High 9	I = 3 L = 3 High 9
4	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	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.	I = 3 L = 3 High 9	I = 3 L = 3 High 9	I = 3 L = 3 High 9
5	ICT system failure	ICT services	Undertake works to complete a few minor issues, then the area to be made fire retardant	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	I = 3 L = 3 High 9	I = 3 L = 3 High 9	I = 3 L = 2 Medium 6

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 Dec 11	as at Mar 12	as at June 12	
6	Increase in Fees and Charges does not result in higher income levels	Balances / Contingency Reserve 2012/13	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	I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8
7	Fall in interest rates reduces income to the Council	Balances / Contingency Reserve 2012/13	NONE		Project	This risk is somewhat out of the control of the council	I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8	I = 2 L = 3 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.	I = 1 L = 3 Medium 7	I = 1 L = 3 Medium 7	I = 1 L = 3 Medium 7
9	Failure to achieve service cost savings in 2012/13 and 2013/14	Recycling Strategy	NONE		Project		I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8
10	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	I = 1 L = 3 Medium 7	I = 1 L = 3 Medium 7	I = 1 L = 3 Medium 7

Appendix X Risks and Action Plan Risk Identified	Profile	Action Required to Address Risk  in order to reduce the risk	Target Date  for action completion	Risk Category  Strategic, Operational, Project	Current position / progress  as at 06/01/2012	Status  as at Dec 11	Status  as at Mar 12	Current Rating  as at June 12
11 Failure of Keele Golf Course to continue trading under current contractor	Regeneration & Development	To clarify the potential contingency arrangements for operating the course on an in-house or interim management arrangement in the event that the current tenant becomes insolvent or divests himself of the responsibility.	Dec-12	Strategic	Continuous monitoring and contact with the current contractor takes place on a monthly basis to establish the situation is in a manageable place for both the council and the contractor	I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8	I = 2 L = 3 Medium 8