

	Red = High Risk (Score 12 – 16)
	Amber = Medium Risk (Score 6 – 9)
	Green = Low Risk (Score 1 – 4)

Impact on Business Objectives	Significant (4)	L 4	M 8	H 12	H 16
	Moderate (3)	L 3	M 6	M 9	H 12
	Minor (2)	L 2	L 4	M 6	M 8
	Insignificant (1)	L 1	L 2	L 3	L 4
		Rare(1)	Unlikely (2)	Possible (3)	Almost Certain(4)
Likelihood of occurrence					

Name Of Risk	Risk Owner	Last Updated	Original Impact Score	Original Likelihood Score	Original Risk Rating Score	Current Control Measures	Owner/s Of Action	Current Impact Score	Current Likelihood Score	Current Risk Rating Score	Direction Of Travel	Risk Status	Date Revised	Target Impact Score	Target Likelihood Score	Target Risk Rating Score	Date For Review
1C4W002 Effective service delivery in all service areas as at 1st April 2009	Tim Gregory	25/4/2008	4	4	High	<p>For Effective service delivery in all service areas as at 1st April 2009:</p> <p>Define acceptable performance levels for services. Maintain adequate staffing. Appoint heads of service to own service delivery as well as create new structures early. Identify areas where reductions in service delivery are acceptable and manage expectations accordingly.</p> <p>For the retention of critical skills and staff to maintain service delivery:</p> <p>Identification of critical posts and skills Evaluation of methods of retention Alternative sourcing of critical skills Communication and confidence building Early appointing to new structures</p> <p>To ensure staff know where their place of work is and what thier job is:</p> <p>Design for top level organisational structure to be presented to IE in March Service area structures to be determined by Autumn 08 Specific communication action plan needs to be developed to address this Options for early creation of new services to be determined between April & June 08 HR procedures and resources in place to support transfers</p>	Richard Woodroofe Deborah Griffin Ian Cook Keith Robinson	4	2	Medium	↓	Update progress please W'steam Owners (WO)	25/4/2008	4	2	Medium	15/05/08
1C4W006 Achieving the benefits and savings articulated in the submission	Sandra Schofield	25/4/2008	4	2	Medium	<p>Receive regulations from DCLG on personnel and finance. Analyse timescales for the delivery of savings. Identify impact of delayed savings on service delivery. Clear communications to articulate long term savings objectives. Greater benefits for longer term rather than shorter term gains.</p>	Ian Cook	4	2	Medium		Update progress please	25/4/2008	4	2	Medium	15/05/08
1C4W011 Effective customer contact system	John Rogers	25/4/2008	4	3	High	<p>Public consultation and internal communications. Establish telephony options and timetable to deliver them.</p>	Richard Woodroofe Deborah Griffin	4	2	Medium		Update progress please WO Res	25/4/2008	4	2	Medium	15/05/08
1C4W012 Area Boards and local governance arrangements in place	Niki Lewis	25/4/2008	4	3	High	<p>Validate the options through the community area developmental trial arrangements. Produce menu of services for delegation to Town & Parish Council's. Agree early service areas that can be designed and delivered to meet community priorities. Active engagement with areas through County, District, Town and Parish Councillors and key partners.</p>	Niki Lewis	4	2	Medium	↓	Update progress please JIT WO CL&G	25/4/2008	4	2	Medium	15/05/08
1C4W013 Branding of new Council and Embedding vision and new culture and values within the new Council	Keith Robinson	25/4/2008	4	3	High	<p>Action owners:Keith Robinson</p> <p>JIT need to agree branding strategy by April 2008 Proper resource plan developed</p> <p>Establishing an organisational development programme to induct staff, train members, staff and management. New performance management arrangements. Workforce development plan. Consult and communicate with customers and key stakeholders. Clear and consistent messages from all Cabinet, Board, and Managers.</p>	TBC	4	2	Medium	↓	Update process please CE W'steam Owners (WO) Prog Office W'steam Owners (WO)	25/4/2008	4	2	Medium	15/05/08
1C4W014 ICT infrastructure in place and operational	Tim Gregory	25/4/2008	4	3	High	<p>Key ICT infrastructure projects commissioned and implemented by Dec 08. Districts co-operating with integration Dec 08 - Jan09. Critical applications fully supportable by 1st April. ICT processes training and procedures established.</p>	Tim Gregory	4	2	Medium	↓	Update progress please	25/4/2008	3	3	Medium	15/05/08
1C4W005 Manage the collection of revenues and the payment of benefits	Sandra Schofield	25/4/2008	4	2	Medium	<p>Identify minimal transition requirements and timetable to implement. Banking and external transaction systems are functioning. Timely public information. Retention of skilled staff. Effective interfacing of the current Rev & Ben systems with the BMP.</p>	Schofield Sandra	4	2	Medium		Update progress please	25/4/2008	4	2	Medium	15/05/08
1C4W008 Boundary Committee Review	John Quinton	25/4/2008	4	2	Medium	<p>WCC submission completed by April 08. Boundary review established. Work to implement Boundary Committee recommendations in time for warding for May 09 elections. Implications for community area structure factored into area board model.</p>	John Quinton	4	2	Medium		Update progress please JQ NL	25/4/2008	4	2	Medium	15/05/08
1C4W003 BMP not in place or not functioning effectively	Carlton brand	25/4/2008	4	2	Medium	<p>Rigorous project management. Fallback plans in place.</p>	Les Snelgrove	3	2	Medium	↓	Update progress please WO BMP	25/4/2008	4	2	Medium	15/05/08
1C4W007 Financial frameworks are in place to properly manage all financial activities required by the new authority and transition from the old	Sandra Schofield	25/4/2008	4	2	Medium	<p>Identify transitional requirements and timeline to deliver. Financial Regs in place. Delegations established. Chart of Accounts established. Maintain close relationships with Districts. Identify key areas of risk. Standing JIT agenda item. Tight control of budget and business cases for budget approval</p>	Sandra Schofield	3	2	Medium	↓	Update progress please	25/4/2008	4	2	Medium	15/05/08
1C4W015 Management of transfers of assets and contracts	Tim Gregory	25/4/2008	3	2	Medium	<p>Establishing asset and contract registers early. Allocating clear responsibility for contract management. Early decisions on contract rationalisations. Early decision on property strategy and utilisation.</p>	Tim Gregory	3	2	Medium		Update progress please W'steam Owners	25/4/2008	3	2	Medium	15/05/08
1C4W009 Infrastructure in place to conduct an election	Tim Gregory	25/4/2008	4	2	Medium	<p>Kennet Chief Executive appointed to manage the process. Liaise closely with Cross Cutting ICT group.</p>	Mark Boden	4	1	Low	↓	Update progress please JIT	25/4/2008	4	2	Medium	15/05/08