

HSP – PMG Theme Board Risk Register 2008-09

Performance Management Group (PMG) – Significant Risks

This document sets out the HSP Performance Management Group key risks, as per our agreed approach. The risks are based partly upon the LAA targets, which have been included below for information.

- i. NI1 - % of people who believe people from different backgrounds get on well together in their local area
- ii. NI4 - % of people who feel that they can influence decisions in their locality
- iii. NI6 - Participation in regular volunteering
- iv. NI140 - Fair treatment by local services - proxy to what extent does your local council treat all types of people fairly

Key to the Risk Register:

Ref: Details the reference number (usually the National Indicator) for the risk.

Risk Identified: Details the risk identified by the PMG or Theme Board.

Inherent Risk: Is assessed by Impact (I) and Likelihood (L). The Inherent risk is the impact of the risk occurring, and how likely it is to occur, without any mitigating actions in place to address the risk. The Impact and Likelihood of the risks are scored from Low to High according to the schedule in Appendix 1 of this report. The rankings can be tied into the overall HSP risk framework.

Controls: The actions and processes which are currently in place to manage the risk identified.

Residual Risk: Is assessed on the same rankings as Inherent Risk. The Residual Risk is the impact and likelihood of the risk occurring with the current controls in place.

Further Action: Where there is outstanding residual risk, further actions have been identified by the Theme Board to reduce the exposure of the Theme Board to the risk. A separate action plan, including a timetable for implementation of the further actions, will be produced where appropriate.

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| Ref | Risk Identified | Inherent Risk | | Controls | Residual Risk | | Further Action |
|--|--|---------------|--------|---|---------------|--------|--|
| | | Impact | L.hood | | Impact | L.hood | |
| Lack of continuity of membership across theme boards | | | | | | | |
| PMG1 | Lack of continuity of membership impacts on the ability to deliver on outcomes/targets: <ul style="list-style-type: none"> • High turnover of members • Inability to recruit and/or retain right members • Non-attendance of members at meetings • Lack of continuity and/or succession planning Risk Owner: | | | <ul style="list-style-type: none"> • Agreed recruitment procedures for Theme Board membership • Responsibility for filling posts identified • Training & Development for Theme Board members • Reporting processes to highlight and identify vacancies and/or non-attendance Control Owner: | | | <ul style="list-style-type: none"> • Action plan to address identified gaps to be drawn up • To be included as a regular agenda item at PMG meetings |
| Data Quality and/or Information management arrangements | | | | | | | |
| PMG2 | | | | | | | |
| Governance arrangements | | | | | | | |
| PMG3 | | | | | | | |
| Non-delivery of outcomes; allocation of resources, commissioning, spend, linkages across the theme boards/cross-cutting work | | | | | | | |
| PMG4 | | | | | | | |

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|-------|--|---------------|--------|----------|---------------|--------|----------------|
| | | Impact | L.hood | | Impact | L.hood | |
| | % of people who believe people from different backgrounds get on well together in their local area | | | | | | |
| NI1 | | | | | | | |
| | % of people who feel that they can influence decisions in their locality | | | | | | |
| NI4 | | | | | | | |
| | Participation in regular volunteering | | | | | | |
| NI6 | | | | | | | |
| | Fair treatment by local services - proxy to what extent does your local council treat all types of people fairly | | | | | | |
| NI140 | | | | | | | |

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Appendix A1

Impact and Likelihood Scales

To be used as a guide in assessing risk ratings:

| Descriptor | Impact Guide | Likelihood Guide |
|-------------------|---|---|
| LOW | No or limited impact. Financial loss up to £10,000, or no impact outside single objective or no adverse publicity | Up to 10% likely to occur in next 12 months |
| MEDIUM | Financial loss up to £300,000, or impact on many other processes, or local adverse publicity, or regulatory sanctions (such as intervention, public interest reports) | Up to 40% likely to occur in next 12 months |
| HIGH | Financial loss up to £1 million, or major impact at strategic level, or closure/transfer of business | Up to 90% likely to occur in next 12 months |