

Action Plans

ACTIONS MUST BE 'SMART'
Specific, Measurable, Achievable, Realistic and Time bound

Key
CLOSED ACTION/Risk

Risk ID	Risk Title	Action Owner	Accept, Contingency, Transfer, Reduce or Avoid	Details of Action	Key Milestones	Milestone Delivery Date	%Action Complete	Date Reviewed
CEB DS4	PARKING TARIFF INCREASES	Andrew Bradfield-Barnes	Reduce	Positive press release issued day before CEB reports are made public.	Press release compiled and released by 1st December 2010	1st December 2010		
CEB DS5	PARKING TARIFF INCREASES	Andrew Bradfield-Barnes	Accept	Regular monitoring of usage data against income targets.	Data analysis carried out as part of budget monitoring process - monthly	15th of each month		
Insert new row above								

Key

RED RISK

CLOSED RISK

Risk ID	Risk						Corporate Objective	Gross Risk		Residual Risk		Current Risk		Owner	Date Risk Reviewed	Proximity of Risk (Projects/ Contracts Only)
Category-000-Service Area Code	Risk Title	Opportunity/Threat	Risk Description	Risk Cause	Consequence	Date raised	1 to 6	I	P	I	P	I	P			
CEB DS4	Parking Tariff Increases	T	Adverse publicity regarding increased charges	Local Media may pick up on tariff increases and concentrate less on areas where the tariff has remained the same, or been reduced	Bad publicity	23-Nov-10	3	2	5	2	5	2	5	Andrew Bradfield-Barnes		
CEB DS5	Parking Tariff Increases		Income targets may not be met.	Usage of car parks may still decline in some areas. Increased use of Westgate on Saturdays may not be sufficient to off set the reduction in tariff	Income targets not met	23-Nov-10	3	3	3	3	3	3	3	Andrew Bradfield-Barnes		
Insert new row above																

Risk ID Categories

CRR-000	Corporate Risk Register
SRR-000	Service Risk Register
CEB-000	CEB reports
PRR-000	Project/Programme Risk Register
PCRR-000	Planning Corporate Risk Register
PSRR-000	Planning Service Risk Register

Service Area Codes

PCC	Policy, Culture & Communication	CS	Customer Services
CD	City Development	FI	Finance
CHCD	Community Housing & Community Development	BT	Business Transformation
CA	Corporate Assets	PS	Procurement & Shared Services
OCH	Oxford City Homes	CP	Corporate Performance
CW	City Works	LG	Law and Governance
ED	Environmental Development	CRP	Corporate Secretariat
CL	City Leisure	PE	People & Equalities

Corporate Objective Key

- 1: More Housing Better Housing for all
- 2: Stronger & more inclusive communities
- 3: Improve the local environment, economy & quality of life
- 4: Reduce anti-social behaviour
- 5: Tackle climate change & promote environmental resource management
- 6: Transform OCC by improving value for money and Service performance