**Appendix 4 – Risk Register**

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| **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** |  |  |  |
| PCC 001 | Budget | Threat | That City Council Budget 2014 – 2018 cuts affect service delivery | Need to reduce budget. | Resources are not available to carry out public engagement activities described in the draft Plan | 4/11/13 | 3 | 3 | 2 | 3 | 1 | 3 | 2 | Angela Cristofoli/ Hamera Plume | 4/11/13 |  |
| PCC 002 | Legal | Threat | That there is a legal challenge to a Community Engagement Activity |  |  | 4/11/13 | 3 | 4 | 2 | 4 | 2 | 4 | 2 | Angela Cristofoli/ Hamera Plume | 4/11/13 |  |
| PCC 003 | Resources | Threat | That there are insufficient resources to execute to this plan | Resource estimates are under-called | Stress | 4/11/13 | 3 | 2 | 3 | 2 | 1 | 2 | 3 | Angela Cristofoli/ Hamera Plume | 4/11/13 |  |
| LPC 001 | Failure to engage appropriately with communities of identity. | Threat | Following implementation of Plan, services do not engage effectively with Communities of Interest | Lack of understanding or commitment by services of how to engage | Communities feel issues not being addressed and are isolated | 4/11/13 | 3 | 4 | 3 | 4 | 1 | 4 | 3 | Angela Cristofoli | 4/11/13 |  |
| LPC 002 | Increase in numbers engaged  through collaborating. | Opportunity | Currently few residents actively engaged in deprived areas and amongst young people | Lack of active targeted engagement and dedicated resources | Does not address council’s priority to encourage community engagement | 4/11/13 | 3 |  |  |  |  |  |  | Angela Cristofoli | 4/11/13 |  |

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| **Risk ID** | **Risk Title** | **Action Owner** | **Accept, Contingency, Transfer, Reduce or Avoid** | **Details of Action** | **Key Milestone** | **Milestone Delivery Date** | **%Action Complete** | **Date Reviewed** |
| PCC 001 | Budget | AC/HP/SP | Reduce | Await Budget approval. Develop priority list. | April 2014 | Feb 2014  (CEB for this Plan) |  | 4/11/13 |
| PCC 002 | Legal | AC/HP/SP | Avoid | Ongoing participation of Legal Service Head at Public Involvement Board |  | Feb 2014 |  | 4/11/13 |
| PCC 003 | Resources | AC/HP/SP | Avoid | Review 2014/15 Service Plans for consultation activities. Develop Annual Plan and estimate resource. Develop service level agreement with service areas. Organise eConsult training. | April 2014 | Feb 2014 |  | 4/11/13 |
| LPC 001 | Failure to engage | AC/HP/SP | Avoid | Ensure training programme for services and regular updates. Consultation Officers group to share best practice and audit engagement.  Public Involvement Board to review PIDs to ensure address Communities of Identity | Training and updates timetabled after Plan implemented |  |  | 4/11/13 |
|  |  |  |  | Set annual targets for young people’s engagement and also for residents in areas of deprivation | 6 month review |  |  |  |