

**Appendix 4 – Risk Register**

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/ Risk Threat	Description	Risk Cause	Consequence		Date raised	1 to 6	I	P	I	P			
497 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	Opportunity	Currently few residents	Lack of active targeted	Does not address	4/11/13	3							Angela Cristofoli	4/11/13	

numbers engaged through collaborating.		actively engaged in deprived areas and amongst young people	engagement and dedicated resources	council's priority to encourage community engagement													
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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

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				Set annual targets for young people's engagement and also for residents in areas of deprivation	6 month review			
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