


Appendix 3: Quarter 2 Risk Information by Exception- Adults and Family Wellbeing

Adults and Family Wellbeing exception report (all risks assessed above 12)

REFERENCE	OWNER				to Dec 2009
RM.C&L.03	King, John	If money is not invested in the property base, then satisfaction levels of customers and staff regarding will fall.	RM01 Risk Score	Actual Performance Risk Treatment	12 ● The Service will continue to bid for money through minor capital works, explore all external funding opportunities and ensure that a programme of planned maintenance is obtained from Property Services. However, the MCW monies were suspended during 08/09 and thus planned improvements were not able to take place.
RM.C&L.18	King, John	If the Service fails to make reasonable adjustment to its premises to meet the needs of the DDA, it could lead to possible prosecution and/or an adverse report at inspection.	RM01 Risk Score	Actual Performance Risk Treatment	12 ● The Asset manager works closely with Property Services, any shortcomings identified and a schedule of work set up to address the minor adjustments, with more significant requirements left with Property Services. The DDA budget has been frozen and therefore no DDA improvements are being carried out by Property Services. Discussed at bi-monthly Accommodation Group meetings
RM.C&L.19	Buck, Paula	If the economic down turn becomes more pronounced then income levels within the service e.g. Adult Learning fee income and Museum ticket sales could be severely affected.	RM01 Risk Score	Actual Performance Risk Treatment	15 ▲ Monitor the situation closely during 2009/10 to help manage potential budget difficulties
RM.C&L.20	Buck, Paula	If funding targets are not met within the new LSC funding mechanism then reconciliation will result in a claw back of funding resulting in budget difficulties.	RM01 Risk Score	Actual Performance Risk Treatment	20 ▲ A modelling exercise has been done during the year to establish the extent of the claw back and the capping of Train to gain moneys. Staffing reductions are planned to balance out the planned claw back
RM.C&L.26	Morgan-Brown, Wendy	If the registration service continues with increased expenditure and reduced income due to the economic downturn then the service will not have sufficient resources to support the C&L budget and is likely to deliver an overspend. To deal with any overspend, staffing cover will need to be considered and if necessary reduced, but this in turn raises the risk of the service failing the KPIs if there is not enough staff to offer appointments.	RM01 Risk Score	Actual Performance Risk Treatment	12 ● The ceremony rooms have been decommissioned to provide for a flexible fee structure. From 1.1.10 statutory fees are now only available on Mon & Tue, all other times are now on a full cost recovery. All other fees have been substantially increased to increase income even if numbers of weddings are reduced.
RM.C&L.28	Carter, Terry	If the stabilization payment from the Registrar General each year with reference to the number of events registered is to be reduced by around half in 2009/10 then the budget of the	RM01 Risk Score	Actual Performance Risk Treatment	12 ● This is no longer a risk but is a reality, payment for births (£7K) ceased in 2009/10. The shortfall is not being met through additional budget and therefore contributes further to the deficit identified in RM.C&L. 26.
RM.C&L.29	Morgan-Brown, Wendy	If a flu pandemic were to strike the country Then: 25% - 50% of the	RM01 Risk Score	Actual Performance	12 ●

		population are expected to be effected with fatality rates expected between 0.4% - 2.5%. The calculation of these additional fatalities expects the equivalent of a year's deaths in a single-wave 15 week period and this, coupled with sickness amongst the staff themselves would result in a strain upon the service.		Risk Treatment	An action plan has been agreed to utilise all staff and for manual registrations only for guaranteed quickness and reliability. For the worst periods identified from BCC mass fatality plan, deaths only will be registered, with consideration to attending ceremonies - depending on Govt & LA guidance on group gatherings. This is backed up with a plan to train other BCC staff to provide backoffice support so all trained registration staff can register. Sufficient manual stock to cover this eventuality has been ordered. Plans to bring the service back to normal are in hand.
RM.C&L.31	Mussett, Peter	If agreement cannot be reached with the Governors at Thomas Hickman School on the issue of safe public access to the Culture & Learning block, this service may have to close.	RM01 Risk Score	Actual	15
				Performance	
				Risk Treatment	Closure of the library has now been agreed through the MTP process, this will be effective from the end of March 2010 subject to final member ratification later this month.