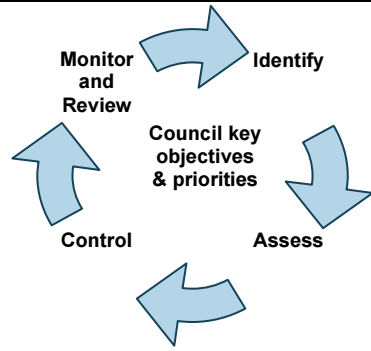


Risk-on-a-page!

PROCESS OVERVIEW



- Identify key Strategic or Service objectives and priorities.
- Manage threats that may hinder delivery of priorities.
- Maximise opportunities that will help to deliver them.
- Monitor progress and impact of actions
- Process is a continuous cycle.

1. Identify Key Objectives and Priorities

- What could go wrong?
- Ensure risks are structured
- What type of risk is it?
- What category is it?
- Use available sources/documents, e.g. corporate plan, service plan objectives to identify priorities etc.
- E.g., “If we do not review and manage our budget, then there is a risk that we will overspend.”
- Corporate, operational, service, project or partnership?
- Financial, political, economic, reputation, customer/citizen, social, technological, performance, legislative, regulatory, environmental, competitive, partnership.

2. Assess and Quantify Threats and Opportunities

- How likely is it to happen?
- What would the impact be?
- Likelihood x Impact = Risk rating

Likelihood	Certain (5)	Low (5)	Medium-Low (10)	High (15)	High (20)	High (25)
	Very likely (4)	Low (4)	Medium-Low (8)	Medium-High (12)	High (16)	High (20)
	Possible (3)	Low (3)	Medium-Low (6)	Medium-Low (9)	Medium-High (12)	High (15)
	Unlikely (2)	Low (2)	Low (4)	Medium-Low (6)	Medium-Low (8)	Medium-Low (10)
	Very Unlikely (1)	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
		No impact (1)	Minor (2)	Significant (3)	Serious (4)	Major (5)
		Impact				

Key: 1-5 = Low
6-11 = Medium-Low
12-14 = Medium-High
15+ = High

3. Identify Additional Control Measures

- What should be done to reduce the risk?
- Who owns the risk?
- What else do you need to do about it?

Level of Risk	Level of Concern	Recommended review pattern	Approach option(s) available	Other actions required
High	Very concerned	1 – 2 months	Terminate Transfer Treat	Report to MT and P&G .
Medium-High	Concerned	3 – 4 months	Terminate Transfer Treat	Report to MT and P&G
Medium-Low	Tolerate	5 – 6 months	Terminate Transfer Treat Tolerate	If accepted, must have contingency plans in place. Review at 1:1 with line manager.
Low	Content	12 - months	Tolerate	Treat, only if cost effective

4. Monitor and Review

- Are the controls effective? → • If Yes, no need for further immediate action
- Has the risk changed? → • If Yes, determine whether controls are appropriate
- Is there something new? → • If Yes, risk assess and re-rate risk level