

RISK REGISTER

RISK EVALUATION

Likelihood of Risk Occurring

Score	Indicator
1.	Not Expected to happen.
2.	May happen.
3.	Is expected to happen.
4.	Certain to happen.

Impact should Risk Occur

Impact	1	2	3	4
Effect on Objectives	Minor impact – loss of objective should not prejudice other objectives	Minor impact – loss of objective could prejudice other objectives	Significant impact – loss of objective may impact on overall programme	Complete failure to achieve objective - major consequences for other objectives and the entire programme
Effect on Performance	Minor impact on service delivery – not noticeable by stakeholders	Minor impact on service delivery – affect noticed by stakeholders	Major impact on service delivery	Complete failure to deliver service
Effect on Service	Short term loss in service	Significant loss of a service	Complete loss of a service	Significant county wide disruption
Effect on Finance	Ability to work within tolerance Budget overspend of less than 2%	Significant injection from reserves Budget overspend between 2% & 5%	Significant impact on other budgets Budget overspend 5% & 10%	Potential loss of other budget allocations Budget overspend 10% or more
Effect on Security	Nil or minor compromise of unclassified information	Restricted & Confidential information compromised	Secret information compromised	Top Secret information compromised
Effect on Reputation / Confidence	Short term adverse local publicity Breach of local policy or guidance	Short term negative reaction in media Non serious prosecution	Adverse and persistent media reaction Integrity of Authority questioned	Major front page story

RISK CLASSIFICATION

Scoring Matrix to determine Level of Risk

LEVEL			
12-16	H	High Risk	Detailed research required. Senior management to manage via detailed plan
6-11	M	Medium Risk	Senior management attention is required and management responsibility specified
1-5	L	Low Risk	Manage by specific monitoring or response procedures These items would not normally be included on the Strategic Risk Register

Approved by PCC



26 February 2018

Any queries upon the Risk Register should be directed to Christopher Jackson, Chief Executive of the Office of the Police and Crime Commissioner for Suffolk
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No.	Risk Type	Risk	Like- lihood	Impact	Risk Classification	Risk Owner	Action Plan	Review Date
1.	Strategic Financial Planning	The 2017/18 settlement saw the main police grant being reduced, meaning that with the requirement to fund national cost pressures, significant savings will be required to be found. Savings of £2.65m are yet to be identified in the period 2018-19 to 2020-21, which is the period of the Medium Term Financial Plan.	2	3	6 Medium	Police and Crime Commissioner	<ol style="list-style-type: none"> The PCC will monitor progress through discussion with the Chief Constable at the Weekly Conference, the Accountability and Performance Panel, and regular discussion with the Chief Finance Officer. Detailed monthly financial reports will continue to be prepared throughout 2017/18 in respect of year-to-date financial performance and year-end projection for 2017/18. They are considered in detail by the PCC, CC and CFO, and any corrective action agreed and taken to ensure financial balance in 2017/18. 	1 April 2018
2.	Strategic Financial Planning	Changes to the police funding formula are anticipated. There is therefore funding uncertainty for the future. A prudent and flexible approach to financial planning is required (see Medium Term Financial Plan 2017/18 to 2020/21).	3	3	9 Medium	Police and Crime Commissioner	<ol style="list-style-type: none"> The position will be kept under continuous review by the PCC, Senior Management Team and PCC's CFO. More will be known during the course of 2017/18. 	1 April 2018
3.	Strategic Financial Planning	There is a risk that one or more of the contingent liabilities listed in the statement of accounts may crystalize and which would have a negative impact on the level of reserves and the overall financial position.	3	3	9 Medium	Police and Crime Commissioner	<ol style="list-style-type: none"> The position will be kept under continuous review by the PCC, Senior Management Team and PCC's CFO and will be discussed at the SMT meeting and Weekly Conference. 	1 April 2018
4.	Strategic Service Planning	Changes to staffing levels may have a negative impact upon staff morale and motivation, cause a loss of key skills/experience, productivity and ultimately impact on satisfaction and confidence of our staff, partners and stakeholders. In particular, during	4	2	8 Medium	Police and Crime Commissioner	<ol style="list-style-type: none"> This will be reviewed through consideration at the Accountability and Performance Panel and in discussion between the PCC and Chief Constable at Weekly Conferences as required. 	1 April 2018

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		2017/18, a particular challenge will be the recruitment and retention of police officers as a consequence of a reduction in officer numbers due to retirement and other reasons.						
5.	Estates	Landmark House has been identified with wall cladding/insulation similar to Grenfell Tower, with the associated risk of fire.	2	4	8 Medium	Police and Crime Commissioner	<ol style="list-style-type: none"> 1. The Estates Department has arranged for the fire risks to be assessed and as a result steps to mitigate and manage the risk have been implemented. 2. Ongoing activity regarding the risk will be reviewed through the Weekly Conference and Estates Programme Board as required. 3. Further advice from the DCLG or Cabinet Office will be monitored. 	1 April 2018
6.	Victim Assessment and Referral (Norfolk and Suffolk Victim Care)	The existing contract with Victim Support to provide a victims' assessment and referral service has been extended for a further 12 months with effect from 1 April 2018), with the option to extend for a further 12 months thereafter. The current service, to be known as Norfolk and Suffolk Victim Care, will be reconfigured and delivered via a local Norfolk and Suffolk delivery hub. The effectiveness of the service will rely on the automatic transfer of personal details of all victims from Suffolk Constabulary to Norfolk and Suffolk Victim Care (known as the automated data transfer). Should the automated data transfer not take place the service will be unable to deliver the contracted service. This will not only result in poor value for money but will	2	3	6	Police and Crime Commissioner	<ol style="list-style-type: none"> 1. A Constabulary Requirements Plan has been produced which sets out the actions that the Constabulary need to take to ensure that it is able to fulfil the requirements of it. 2. The Constabulary Requirements Plan has been forwarded to the Chief Constable for the Constabulary to address. 3. The issue has been discussed with the Chief Constable at the PCC/CC weekly meeting and the Head of the Criminal Justice Department (K Wilkins) has been designated as the Constabulary's lead to ensure the actions are fulfilled. 4. Progress is being monitored by the Victims' Hub Executive Meeting and the Victims' Hub Project Board meetings. 5. The position will be reviewed at each meeting of the Executive Meeting and the Project Board Meeting. 	14 March 2018

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		also mean that there is a risk that the PCC may fail to comply with the Code of Practice for Victims of Crime, and with the E.U Directive relating to services for victims of crime.						