

Risk Register



Club Name: Leighton Buzzard and District Young Farmer's Club

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Date Prepared: July 2016

Version Number: 1

Risk No.	Date Identified	Risk Description	Likelihood	Impact	Risk Score	Control Measure
1	Jul-16	The charity could suffer from a lack of direction if the committee became unfocused and stopped forward planning. The objectives outlined in our constitution could not be met and member services are not prioritised.	3	4	16	If this situation were to arise a strategic plan would be created by the management committee with input from the advisory committee.
2	Jul-16	Club committee dominated by one of two connected individuals who do not have the best interest of the club in mind.	2	4	12	The management committee can review decisions made and step in if needed.
3	Jul-16	Conflicts of interest may arise if contracts are awarded to companies owned or managed by members of any of the committees.	2	3	9	Review the way companies are selected, agree protocol for disclosure of conflicts.
4	Jul-16	Trustee or members benefitting from charity. This would mean that the charity would be unable to pursue its own agendas and would have an impact on its reputation.	2	3	9	Ensure dual authorisation on payments and ask trustees to regularly review finances and report if necessary

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5	Jul-16	The club committee not enough or too many members to function efficiently, there is uncertainty as to roles or poor decision making happens	3	2	8	Review structure and consult constitution, delegation and monitoring.
6	Jul-16	Loss of key members who have experience or skills required to run club. Knowledge of contacts and methods of running events.	2	4	12	Forward planning, document storage, make full use of advisory committee
7	Jul-16	Loss of subscription income through decreased membership, reduced fund-raising potential or unsatisfactory returns on events.	2	3	9	Budgeting, monitoring, agree fundraising activities. Seek professional advice if needed.
8	Jul-16	Member disputes, claims of harassments, disagreements, bad behaviour, ill-moral decisions.	2	3	9	Consult management committee and consult county and national federation.
9	Jul-16	Child protection issues leading to lack of competence, training or support.	2	4	12	Ensure enough members are DBS checked and exhibit good conduct when working young people.
		If a young person chooses to disclose an issue then you should offer a supporting environment for them but tell them that you can not keep this information private. At the first opportunity it should be reported to the county federation.				
10	Jul-16	Health and Safety issues could lead to member or public injury, service interruption, ability to operate.	2	3	9	Compliance with law and / or other regulations, train members, risk asses activities, report problems.
11	Jul-16	Event cancellation due to unforeseen circumstances; flooding, power failure, destruction of property, theft or similar damaged.	2	3	9	Review insurance policy, plan alternative outcomes when organising events.