

**Joint Museum Partnership Strategic Risk Register
Draft for Committee
June 2017 Version 11**

Appendix 2

RISK No.	RISK	CONSEQUENCE	CONTROLS	BY WHOM	REVIEW	SCORE	Prev Score	WORKINGS
1.2	Due to financial constraints one of the partners changes their funding arrangements for the partnership New joint agreement has reduced the risk	Decrease in service provision / failure of the partnership	Full understanding of current partnership agreement in both Authorities and benefits of the partnership. Transparency and joint agreement of CIMS budget setting process.	Chief Operating Officers – Colchester & Ipswich	January 2018	8	12 3x4	2x4
1.3	A change in political administration, or other circumstances, leads to a partner withdrawing from the partnership.	The partnership fails and external funding is lost or needs to be repaid	Continue to evaluate the strategic direction of the service and ensure that the benefits of the joint arrangement are highlighted. Would need to give back external funding. Both authorities are politically stable.	Chief Operating Officers – Colchester & Ipswich	January 2018	4	10 2x5	1 x 4
1.8	External funding opportunities are not realised due to lack of resources, ambition or changes to eligibility criteria.	Maintaining the Service with Core Authority funding alone will limit improvements, innovation and income, where applicable. The reputation of the service suffers due to lack of investment and ability for growth and visitor numbers and experience could be impacted across the venues.	The eligibility criteria for funding should be regularly reviewed and assessed. Good communication should be maintained with funding bodies. Embed the new structure and work closely with Local Authorities to realise ambitions, with clear priorities and linked resources.	Head of Community Services, Colchester & Head of Culture & Environment Services, Ipswich	January 2018	15		5 x 3

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NEXT REVIEW: January 2018

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RISK No.	RISK	CONSEQUENCE	CONTROLS	BY WHOM	REVIEW	SCORE	Prev Score	WORKINGS
1.9	Delivery impacted by reduced resources, but continued increase in priorities and ambition.	Service delivery declines and opportunities are missed. Leading to a loss of confidence in the service. Negative effect on staff morale and reduced staff support for service. Reduced visitor experience and impact on income.	New structure to provide more venue focussed management and clarity of priorities. Review of service and deliverables within new funding constraints. Regular and clear performance management arrangements in place for venues, with monitoring and review steps in place for both staff and venue performance.	Manager of Joint Museums Service & Ipswich and Colchester Museums Managers	January 2018	12		4 x 3
1.10	The move of the Museum Resource Centre to Heckworth Close is delayed due to unforeseen circumstances.	There is an interruption to service delivery as resources are redirected to manage the project.	Development of a formal project management process which highlights the key risks	Manager of Joint Museums Service	January 2018	6		2 x 3

Note - Risks are numbered in sequential order from when they are added. Gaps in numbering are due to risks later being removed, the numbers are not reused to ensure that there is a historical record of risk issues that have been considered.

Removed Risks

Risk 1.1 – Only 1 out of 2 executive members (from either authority) attends a meeting – removed Jun 14

Risk 1.4 – Ineffective communication with the service and /or between partners - removed Jan 14.

Risk 1.5 – Poor working relationship between managers and their teams – removed Jun 14

Risk 1.6 – Lack of partnership support for shared targets – removed Dec 14

Risk 1.7 – Loss of reputation through negative incident – removed Jun 14

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IMPACT TABLE

	Very Low	1	Low	2	Medium	3	High	4	Very High	5
PROBABILITY	<10%		10 – 25%		25 – 50%		50 – 75%		>75%	
Impact	Minimal - no interruption to service delivery < £10k		Minor - temporary disruption to service delivery £11k - £25k		Significant - interruption to part of the service £26k - £75k		Severe – full interruption to service delivery £76k - £100k		Catastrophic – complete service failure £100k<	

Minimum Score = 1 Maximum Score = 25

Low risk = 1 – 4 Medium Risk = 5 – 11 High Risk = 12 – 25