

## RYANI RISK REGISTER

| Risk type      | Nature of risk  | Mitigations/controls  | Residual Risk Assessment <sup>1</sup> |            |         |
|----------------|---|---|---------------------------------------|------------|---------|
|                |   |   | Impact                                | Likelihood | Overall |
| 1 Reputational | 1.1 Major incident at RYA sailing/training event                              | Events organised and run at championship clubs with substantial experience of event organisation and health and safety standards  | 3                                     | 1          | 3       |
|                | 1.2 Actual/alleged breach of Child Protection Policy/ Procedures at RYA event | i) Robust Child Protection Policy and Procedures in place and communicated POCVA vetting requirements for staff and coaches.<br>ii) RYANI Designated Child Protection Officer with responsibility communicating requirements ensuring adherence to Policies and Procedures. | 1                                     | 1          | 1       |
| 2 Financial    | 2.1 Insufficient funds to sustain business and activities                     | i) Close monitoring of I & E by Hon Treasurer<br>ii) Diversification of income sources e.g. course fees   | 3                                     | 1          | 3       |
|                | 2.2 Fraud   | i) Financial procedures manual<br>ii) Small amounts of cash handling<br>iii) Segregation of duties between Business Manager and book-keeper<br>iv) Expenses monitored<br>v) Accounts audited  | 1                                     | 1          | 1       |
| 3 Personnel    | 3.1 Insufficient numbers of suitably trained/qualified staff                  | i) Operations Coordinator and Board keep under review in liaison with headquarters<br>ii) Training/refresher courses provided for staff as required.  | 1                                     | 1          | 1       |

<sup>1</sup> Key Overall Risk: 1/2 = Low; 3/4 Medium; 6/9=High

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|-----------|--|--|---------------------------------------|------------|---------|
|           |  |  | Impact                                | Likelihood | Overall |
|           | 3.2 Lengthy or frequent staff absences through illness or other causes | <ul style="list-style-type: none"> <li>i) Secure suitable temporary replacement</li> <li>ii) Liaise with Headquarters for back-up</li> </ul>   | 2                                     | 2          | 4       |
| 4 IT      | 4.1 Major failure of IT hardware/systems                               | <ul style="list-style-type: none"> <li>i) Frequent back-up via headquarters</li> <li>ii) IT Security kept up-to-date</li> <li>iii) Re-instate manual processing/communication systems</li> </ul> | 2                                     | 2          | 4       |

Last reviewed/up-dated February 2008

## RYANI – RISK QUANTIFICATION MATRIX

| Likelihood ↓ | Impact →   |               |            |
|--------------|------------|---------------|------------|
|              | 1<br>Minor | 2<br>Moderate | 3<br>Major |
| 3 – Likely   | 3          | 6             | 9          |
| 2 – Possible | 2          | 4             | 6          |
| 1 – Unlikely | 1          | 2             | 3          |

### Residual Risk Rankings

**1/2 = Low**

**3/4 Medium**

**6/9=High**