

Corporate Risk Register

Objectives	Risk Identified	Risk Level	Tolerate	Treat	Transfer	Terminate	Details of how risk will be managed	Review Date	Officer
To provide and maintain standards of sound needs based sustainable flood protection	The risk of a major flooding incident occurring and/or the Board being found responsible for being negligent in its use of its powers. This could lead to a loss of confidence in the Board and Defra taking action to stop the Board functioning.	3		Y			IDB Governance, Pro-active planning, improving emergency response procedures, post event review in line with EA/LLFAs FRM Strategies. Byelaws updated in 2018 and confirmed by Defra in 2021.	31/03/23	PC/PL
	The risk of inappropriate development in areas at risk of flooding being approved by officers. This could lead to a loss of confidence in the Board and possible legal action.	2	Y	Y			Pro-active partnership working with EA and Planning Authorities, LLFAs and other FRM partners. Consenting carried out for partner LLFAs follows Boards' Bylaw requirements. CPD for staff to ensure latest regulations and planning guidance is followed.	31/03/23	PC/TS /PL
	The risk of Legislative changes which will have an impact on our Power's, Duties and funding.	4		Y			Pro-active partnership working with LLFAs', LAs' and EA. Influence Defra/EA/ADA with practical, workable solutions.	31/03/23	PC
	The protection of physical assets owned by the Board – specialist assets including flood defence structures, pumping stations, plant machinery, equipment, etc. (loss or damage)	2	Y			Y	All physical assets are insured and policies are reviewed annually. All physical watercourse/infrastructure assets should be checked annually – ongoing programme of Asset management, watercourses categorized 1A, 1, 2 and 3 (very high, high, medium and low risk) – maintenance programme organised to deal with highest risk watercourses/assets first.	31/03/23 31/03/23	PC/AS PL/SF/ MR

BEDFORD GROUP OF DRAINAGE BOARDS – CORPORATE RISK REGISTER

Objectives	Risk Identified	Risk Level	Tolerate	Treat	Transfer	Terminate	Details of how risk will be managed	Review Date	Officer
	The risk of damage to third party property or individuals because of the Board providing services	2	Y		Y		Public Liability & Professional Indemnity Insurance is renewed/procured annually.	31/03/23	PC/AS
	Insufficient staff or other resources to deliver the service needs	2	Y	Y			Staff have general awareness of other team members' essential tasks and can provide cover when required. Other IDB's can provide emergency assistance if required. Recruitment of additional engineering staff is now happening.	31/03/23	ALL
To conserve and enhance the environment wherever practical and possible to ensure there is no net loss to biodiversity	Non-delivery/non-compliance of objectives	1	Y	Y			Working practices comply with Boards/ADA/Natural England guidance, staff training, retained Ecologist. Legal opinion sought if required.	31/03/23	PL/SF
To provide an out of hours duty officer, to support Category 1 & 2 Emergency Responders and community in a flood emergency, in such a way as could be reasonably expected	Insufficient trained staff resources to cover emergency event	2	Y	Y			Duty officer rota, gold/silver control training, emergency plan updated. EA review of flood emergency discussed at IDB/EA liaison meetings.	31/03/23	PC/PL
	Public do not know who to contact in an emergency flood event	2	Y	Y			Local FRM partnerships addressing issue of public awareness and shared comms during high rainfall events.	31/03/23	PC/PL
	Signage at IDB sites to be clear and informative	2	Y	Y			Signs at assets reviewed and updated.	31/03/23	PL
	Out of hours contact via mobile phone	2	Y	Y			Duty officer standby rota, ad hoc workforce standby Rota if possible, flooding forecast.	31/03/23	PC/PL
To provide a safe and fulfilling working environment for staff	Employees contravene H & S Regs	3		Y	Y		H & S training, Insurance, Risk Assessments regularly checked and updated. Review carried out of safety warning equipment on plant and machinery.	31/03/23	PL/SF

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	Potential legal proceedings/ corporate manslaughter	3		Y	Y		Employers Liability insurance Employee training and awareness. Members H & S training, using ADAs training modules.	31/03/23	PC/PL
	Staff retention issues	1	Y	Y			Staff CPD/training where appropriate.	31/03/23	ALL
To respond effectively to any pandemic/virus outbreak	a) Risk of contracting a virus and onward transmission to others	2	N	Y			Follow Government guidance implement measures contained within risk assessments including increased hygiene Social distancing.	Ongoing	PC
	b) Risk to business continuity due to availability of workforce and government restrictions	1	N	Y			<p>Advice for vulnerable groups Regular updates to teams monitor and review latest guidance.</p> <p>Continue with home working arrangements via laptop and access to all systems.</p> <p>Continue to respond to enquiries via telephone and email.</p> <p>Focus operational work on essential maintenance and obstruction clearing prioritizing high-risk assets.</p> <p>Maintain financial overview and monitor cash flow.</p> <p>Continue to provide hybrid/virtual meeting facilities for board decision making.</p> <p>Ensure steps taken for business continuity if revised working arrangements are in place for an extended period.</p> <p>Develop recovery plan.</p>		

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To maintain financial records that are correct and comply with all recommended accounting practice	Adverse audit reports, legal action and loss of confidence in IDB	2	Y	Y			Employ a qualified accountant (S.151 officer). Chief Executive keeps up to date with legislative changes, discusses latest requirements with internal and external auditors.	31/03/23	PC/NS
	Loss of income through error or fraud	6	Y		Y		Fidelity Guarantee Insurance Chief Exec Responsible Finance Officer and Internal Auditor continually review controls and current procedures.	31/03/23	PC/NS
To ensure that all actions taken by the Boards comply with all current Legislation	Non-compliance with legislation or practice	2		Y			Chief Executive/Operations Manager keep up to date with changes in legislation, seek advice from DA/Defra/EA/Croner and others as necessary. GDPR to be fully implemented.	31/03/23	PC/PL PC/AS
To ensure the Boards are cost efficient and provide a Value for Money service	Boards abolished or taken over	2		Y			Work with FRM Partners and other stakeholders to ensure IDBs retain key position in industry.	31/03/23	PC
	Unable to deliver the core/back-office service due to unavailability of resources	2	Y	Y			Maintenance Programme of work being carried out by own workforce and contractors, this split can be changed depending on resource issues. Value for money comparisons on costs regularly undertaken. Continue to work with WMA to provide backup and support where necessary.	31/03/23	PC/PL
	Excessive expenditure/ Loss or damage of assets through pilferage, theft or neglect	2	Y	Y	Y		Budget monitoring undertaken regularly, overspends investigated/Internal controls monitored/Asset Inspections. Insurance cover where required.	31/03/23	PC//NS/ PL/AS

PC = Phil Camamile, Chief Executive, PL = Phil Lovesey, Operations Manager, TS = Trevor Skelding, Principal Engineer, NS = Nicole Souter, Principal Accountant
AS = Alice Smith, Executive Assistant, MR = Matthew Richardson, GIS/Asset Technician, SF = Simon Fox, Works Supervisor