

Appendix 2 – Risk Register

Bereavement Services Future Development Plan Risk Register																
Service	Date Last Reviewed	Ref	Risk (short title)	Risk (full description)	Risk Owner	Key Existing Controls	Inherent rating			Treat?	Controls planned	Effective Date	Residual rating			Further Action
							Impact	L'hood	Grade				Impact	L'hood	Grade	
Bereavement Services	-		Not receiving full funding for development plan	Bereavement Services are striving to re-instate full burial services at the Cemetery, which means funding is required to bring the Chapel back into use. There are also other plans to expand our cremated remains section. Although significant funds are required for these projects, and other smaller projects at the Crematorium, we can show that income we will receive will fund the Cemetery project	Head of Environment of Public Realm	£360k Capital money set aside for the Pet Crematorium that could be put towards these projects	4	2	8		Presenting to CLT and Heritage Culture and Leisure (HCL) Committee with full details so an informed decision can be made	07/08/2018 for CLT 04/09/2018 for HCL	2	2	4	
Bereavement Services	-		Failure to implement changes	By not implementing these changes, certainly at the Cemetery, we continue to lose revenue from Chapel use; we have land sitting unused that could house 900 cremated remains graves; we do not improve the working conditions for the staff, or have a secure compound for equipment. The car park bereaved visitors use will still be total inadequate	Head of Environment of Public Realm	Working with internal and external providers to gain full information on how to implement these changes using best value	4	3	12		Regular meetings to chart progress and deal with issues as they arise		2	2	4	
Bereavement Services			Planning and Conservation agreements	As the Chapel and the Municipal Gate Lodge are Grade II listed buildings, we will need to ensure that the Conservation Officer is involved - engagement and site visits have already occurred. Planning will need to be sought for the removal of the gate keepers house and the building of a single or double storey building	Head of Environment of Public Realm	Working with internal and external providers to gain full information on how to implement these changes using best value	3	3	9		Regular meetings to chart progress and deal with issues as they arise		2	2	4	