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Risk Register

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RISK REGISTER

Chart showing different RAG colours for each Scenario

		Impact				
		Very Low	Low	Medium	High	Very High
Probability of Occurrence	Very High	Yellow	Yellow	Red	Red	Red
	High	Green	Yellow	Yellow	Red	Red
	Medium	Green	Green	Yellow	Red	Red
	Low	Green	Green	Green	Yellow	Red
	Very Low	Green	Green	Green	Yellow	Yellow

Legend RED – Action required Yellow – Review required Green – No action needed

RISK REGISTER

IDENTIFICATION OF POTENTIAL RISK	EVALUATION OF RISK IMPACT	PROBABILITY OF OCCURRENCE	Impact	CONTROLS:	RESPONSIBILITY OF:	Current Status
1. Failure to adhere to corporate governance requirements	Impact on reputation of Ulster Badminton	Low	High	Memo & Articles up to date and good Practice followed	Council and Treasurer	
	Potential loss of public sector funding	Low	High	Continued focus by the Council and committees to secure funding	As above	
2. Viability and Solvency: Will viability and solvency be considered as an eligibility criteria to funding bodies? Will Ulster Badminton operate effectively in current financial situation?	If viability and solvency is considered as an eligibility criteria to funding bodies-potential loss of funding if Ulster Badminton is not currently viable or solvent	Medium	Medium	The Council have to understand the requirements and take responsibility for the implementation of any plans	Officers and Council	
	Ulster Badminton may cease to exist / or be unable to continue to deliver key objectives	Low	High	As above	As above	
3. Public Sector Funding: Over-reliance on funding from Sport Northern Ireland.	Potential reduction in funding post the governing body plan award.	Medium	Medium	As above, but may be outside the control of the Council. (due to the level of overall Government funding to sport in general)	Officers and Council	
	Complete withdrawal of project funding	Low	High	As above	As above	

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	Governing body may cease to exist / or be unable to continue to deliver key objectives.	Low	High	As Above	As above	
4. Failure to retain appropriately trained staff members.	Failure to deliver programmes and achieve objectives	Low	Low	Plan and implement the objectives	Officers and Council	
	Non-compliance with public sector funding conditions	Low	Low	Inform and update the Council of conditions and for them to take responsibility	As above	
	High turnover staff	Low	Low	Secure funding and support existing staff.	As above	
5. Failure to attract appropriately trained Volunteers.	Insufficient volunteers to deliver programmes and achieve objectives.	Medium	Medium	Clarify the needs and continue to support, recruit and train volunteers. Implement succession planning for Council posts	Council and Officers	
	Loss of potential funding opportunities and insufficient members to drive the objectives of Ulster Badminton forward	Low	Medium	Keep volunteers informed and support when necessary	Council and Officers	
6. PR Risk ie. need to manage expectations of members in terms of Ulster Badminton provisions.	Negative PR for Ulster Badminton members if expectations are not managed appropriately	Low	Low	Establish the expectations and review the strategic plan. Ensure expectations are realistic and communicated to the members	Council and Staff	

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7. Allegation of child abuse	Negative publicity	Low	High	Access NI checks on staff and volunteers Safeguarding courses undertaken	Council and Staff	
8. Data protection breach	Negative publicity Possible fine	Low	Medium	Registered with ICO Up to date with GDPR provisions	Council and Staff	
9. IT crash/disaster recovery	Valuable data lost Loss of time re-establishing	Medium	Medium	Back up procedures in place Financial records off site Insurance cover	Council and Staff	
10. Events not being risk assessed	Unsuitable venues – impact on success of promotions	Low	Low	Regular known venues used, all suitable staff/volunteer ratios to children always checked	Council and Staff	
11. Staff litigation	Costs Negative publicity	Low	Low	Staff advised of policies and procedures through issue of Staff handbook Grievance policy in place	Council	
12. Loss of use of current premises	Re-location costs Re-educate membership where to contact	Low	Low	Not considered problematic. Any small rented office acceptable	Council	

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13. Major disagreement with parent body (BI)	Difficult to work effectively Legal considerations	Low	Low	Regular open communication Representation on BI Council	Council	
14. Incorrect, misleading or malicious information on website or social media	Negative publicity Legal action	Low	Medium	Staff member responsible for website information	Council and Staff	
15. Loss of contract support, e.g shuttle contract	Increased costs of replacements and of printing Legal action	Low	Medium	Sufficient stock to not have immediate effect Reviews in advance of contract end dates	Council and Staff	
16. Pandemic	Revenue loss from events not being able to take place Members seeking ranking points not able to compete	Medium	Medium	Advice taken from Sport NI Advice taken from PHA and government. Protocols co-ordinated with BI where applicable	Council and Staff	
17.Reduction or unavailability of facilities	Not being able to complete programmes	Low	Low	Discussion with the facility owners to ensure continuity of use and plenty of warning to allow for facility change	Staff and Officers	