

<b>Risk Number</b>	RM14162					<b>Date of update</b>		11 March 2018		
<b>Risk Name</b>	Failure to generate additional income streams in 2018 in accordance with service plan.									
<b>Risk Owner</b>	Steve Miller					<b>Date entered on risk register</b>		21 March 2014		
<b>Risk Description</b>										
Failure to generate additional income streams will lead to reliance on alternative budget savings to balance the budget.										
<b>Original</b>			<b>Current</b>			<b>Tolerance Target</b>				
Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Target Date	Prospects of meeting Target Risk Score by Target Date
3	5	15	1	2	2	1	2	2	Mar-18	Met
<b>Tasks to mitigate the risk</b>										
Commercial Strategy in place Staff will be trained and supported in the delivery of key goals Wedding licences obtained and in place New conference and banqueting offer in place External income generation for Conservation and Design underway										
<b>Progress update</b>										
Ongoing review of performance through monthly SMT meetings and through Operations and Finance meetings. Despite significant reductions in staffing as a result of funding reductions, revenue generation is progressing well. The likelihood score has been reduced to 1 as we aren't forecasting a significant variance on externally generated income, The impact score has been reduced to 2 as we are not forecasting any variance greater than £100k.  As this is a risk to be managed on an on-going basis,the target date has been amended to April 2018.										

<b>Risk Number</b>	RM14027					<b>Date of update</b>		11 March 2018		
<b>Risk Name</b>	Theft of museum objects									
<b>Risk Owner</b>	John Davies					<b>Date entered on risk register</b>		22 March 2012		
<b>Risk Description</b>										
Breaches in security resulting in loss of museum objects, damage to reputation and loss of confidence in the museums service.										
<b>Original</b>			<b>Current</b>			<b>Tolerance Target</b>				
Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Target Date	Prospects of meeting Target Risk Score by Target Date
5	5	25	1	3	3	1	3	3	Mar-18	Met
<b>Tasks to mitigate the risk</b>										
Review of display case security undertaken										
Review of security staffing and systems completed										
Additional CCTV coverage provided										
Upgrade of case locks where necessary completed										
Installation of additional case alarms where necessary completed										
Ensure that staff are vigilant in monitoring any suspicious behaviour by the public or contractors										
<b>Progress update</b>										
Reviewed by SMT. NCC Internal Audit confirmed external security actions have been taken and agreed security procedures are being adhered to. NMS will continue to maintain vigilance in this key area. Given the rare occurrence of theft of museum objects, the likelihood has been lowered to 1. The impact has been lowered to 3 following further review of the impact against risk management impact criteria.										
As this is a risk to be managed on an ongoing basis, the target date has been amended to April 2018.										

Risk Number	RM13947					Date of update		11 March 2018		
Risk Name	Failure to maintain historic buildings									
Risk Owner	Steve Miller					Date entered on risk register		30 June 2011		
Risk Description										
We operate our service from historic buildings that can be difficult to maintain. If we are not able to establish or ensure a robust relationship with our property management partner NPS that adequately identifies our additional needs it could result in damage to our exhibits, undermine safety and negatively affect our reputation.										
Original			Current			Tolerance Target				
Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Target Date	Prospects of meeting Target Risk Score by Target Date
3	3	9	2	3	6	2	3	6	Mar-18	Met
Tasks to mitigate the risk										
Close liaison with NPS and Norwich City Council to identify priorities in building maintenance Ensure we include investment in buildings maintenance in all capital projects Ensure we foster a good personal and professional relationship between our staff and that of NPS Ensure that our building staff are continuously monitoring our buildings to supplement NPS Ensure we have appropriate emergency response procedure in place in all premises										
Progress update										
Constructive discussions with NPS and Norwich CC have resulted in substantial investment in buildings maintenance. Bacon House is now on NCC Property Portfolio with access to the Building Maintenance Fund to bring site up to required standard.										
Following a review of this risk's likelihood against risk management likelihood criteria, the likelihood has been reduced to 2.										
As this is a risk to be managed on an ongoing basis, the target date has been amended to April 2018.										

<b>Risk Number</b>	RM14286		<b>Date of update</b>		11 March 2018					
<b>Risk Name</b>	Reduction of centralised support services									
<b>Risk Owner</b>	Steve Miller		<b>Date entered on risk register</b>		21 March 2014					
<b>Risk Description</b>										
Impact on NMS from reducing resources within County Hall including finance, HR, ICT, NPS, etc. Also, pressure on minor works budget could create additional problems/maintenance costs.										
<b>Original</b>			<b>Current</b>			<b>Tolerance Target</b>				
Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Target Date	Prospects of meeting Target Risk Score by Target Date
2	4	8	2	4	8	1	4	4	Mar-18	Amber
<b>Tasks to mitigate the risk</b>										
Work closely with colleagues in County Hall support services to protect existing services and to ensure good communication at all times in terms of flagging risks and developing alternative means of delivery/resolution.										
<b>Progress update</b>										
Regularly reviewed by SMT - ongoing concerns in the reduction and quality of central services and continuing impact from cost pressures being applied centrally and impacting at the level of the Service.										

<b>Risk Number</b>	RM13948					<b>Date of update</b>		11 March 2018		
<b>Risk Name</b>	Significant flooding at any of the Museum sites.									
<b>Risk Owner</b>	Steve Miller					<b>Date entered on risk register</b>		30 June 2011		
<b>Risk Description</b>										
There is a risk of significant flooding at any of our sites, with particular focus on river flooding in Great Yarmouth and Kings Lynn.										
<b>Original</b>			<b>Current</b>			<b>Tolerance Target</b>				
Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Target Date	Prospects of meeting Target Risk Score by Target Date
3	4	12	1	2	2	1	2	2	Mar-18	Met
<b>Tasks to mitigate the risk</b>										
Emergency plan is in place Regular checks of the store are carried out to check on safety of contents Insurance in place Risk assessment is reviewed regularly High risk items relocated Ensure location records are accurate										
<b>Progress update</b>										
Following extensive work, this risk has been largely addressed. A residual low-level flooding risk will always remain in terms of Elizabethan House, Great Yarmouth and the Museum Stores at King's Lynn. This is reflected in the amendment to the risk likelihood and impact scores to 1 and 2 respectively.										

Risk Number	RM14132					Date of update		11 March 2018		
Risk Name	Failure to secure Arts Council England (ACE) funding as a National Portfolio Organisation.									
Risk Owner	Steve Miller					Date entered on risk register		20 September 2016		
Risk Description										
Failure to secure ACE funding for the period 2018-2022 will result in a massive loss of investment in NMS and the wider County in the region of £1.55m per annum. This will result in significant job losses and the end of many major education and social inclusion programmes and projects. If we do not deliver on the targets set for our ACE funded business plan this could lead to a failure to draw down funding during 2015-18, the loss of funding and a resulting reduction in service provision.										
Original			Current			Tolerance Target				
Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Likelihood	Impact	Risk score	Target Date	Prospects of meeting Target Risk Score by Target Date
3	5	15	2	4	8	1	3	3	Mar-18	Green
Tasks to mitigate the risk										
Deliver the current ACE Renaissance programme successfully Maintain excellent working relationship with ACE colleagues through advocacy and varied communication methods Put together the strongest application possible Strategic conversations with NCC Directors and Elected Members involved in discussions relating to 2018-22 programme  Monitor service delivery to ensure that targets are being met Maintain close liaison with ACE Relationship Manager to ensure that they are aware of achievement and challenges										
Progress update										
Funding for 2015-8 was successfully secured with an ongoing need to deliver against the agreed Major Partner Museum (MPM) plan. NMS was awarded provisional funding for 2018-22 in the new ACE National Portfolio Organisation (NPO) funding programme, with final sign-off of the required Business Plan and associated documents expected by March 2018.  Positive progress continues to be made against all business plans (MPM, Museums Development and Museums & Schools) for the current 2015-18 funding period. Visitor numbers across the 10 museums are high and learning programme targets are being delivered. This risk continues to be periodically reviewed with positive progress continuing.										