

Risk Register - Depute Chief Executive's Directorate

Print Date: 04 Apr, 2024

Risk Code	Risk Event	Primary Risk Category	Secondary Risk Categories	Risk Type	Responsible Person	Active	Causes	Risk Effects	Initial Risk Rating	Proximity	Existing Controls	RiskTreatment	Revised Risk Rating	Risk Action Title
MS001	Serious injury or death of employee or member of the public.	Compliance		Operational Risk	David A Macleod - Head of Municipal Services	Active	Failure to adequately fulfil Health and Safety responsibilities to employees or the Public.	Serious accident or death, subsequent legal costs and potential corporate and personal liability	Medium	Current	Health and Safety Committee established to focus on Municipal Services activities. Regular engagement with corporate Health and Safety advisor. Risk Assessments routinely reviewed. Continuous improvement regimes in place for workplace H&S.	Retain the threat	Medium	
HER01	Comhairle unable to financially support Gaelic organisations in the Outer Hebrides at the current level.	Political	• Reputational	Operational Risk	Colin George Morrison - Team Leader - Heritage and Culture	Active	Reduction in funding from public bodies.	Heritage and culture of the OH is diluted. Reduction in Gaelic posts. Reduction in Gaelic events. Reduction in Gaelic speakers. Reduction in opportunities for the use of Gaelic in the community. Direct hit on the local economy that relies heavily on Gaelic posts.	High	Short-term	Gaelic Language Plan	Retain the threat	High	
MS002	Breakdown in specialist plant.	Asset / Infrastructure		Operational Risk	David A Macleod - Head of Municipal Services	Active	Inadequate maintenance regime and servicing of critical major equipment and plant. Inadequate asset replacement programme.	Significant downtime and additional financial cost as some major items require to be sourced outwith the UK with extended lead in times. Reduced diversion of waste to recycling and increased burden on landfill disposal.	Medium		Clear replacement and maintenance policies. Some parts for plant held in stock to reduce delay but exposed to major plant component failure.	Retain the threat	Medium	
MS003	Vehicles (Bus na Comhairle or Garage operations) fail inspections by Traffic Commissioners.	Asset / Infrastructure		Operational Risk	David A Macleod - Head of Municipal Services	Active	Inadequate servicing of buses or vehicles by the Municipal Garage / inadequate management of bus operations / inadequate frequency of inspections of commercial HGV vehicles.	Vehicles ordered off road, penalties, revocation of Operator's Licence, cessation of bus operations.	Low	Current	Operational staff qualified in CPC for Public Carrying Vehicle (PCV), Scheduled inspection and maintenance programme in place for all vehicles.	Retain the threat	Low	
HER03	Unable to verify/approve community led collections and exhibitions across the Outer Hebrides.	Workforce	• Reputational	Operational Risk	Colin George Morrison - Team Leader - Heritage and Culture	Active	Lack of resource.	Detrimental impact on local communities ability to be able to promote their local history, heritage and culture.	Medium	Short-term		Retain the threat	Medium	
HER04	Unable to adequately capture historical archaeological finds.	Reputational	• Environmental	Operational Risk	Colin George Morrison - Team Leader - Heritage and Culture	Active	Lack of resources	Historical archaeological sights are damaged. Lost opportunity to uncover archaeological finds.	Medium	Current		Retain the threat	Medium	
HER05	Fail to achieve Museum re-accreditation for Museum nan Eilean Lews Castle and Lionacleit, and accreditation for Tasglann nan Eilean.	Budget / Financial	• Reputational	Operational Risk	Colin George Morrison - Team Leader - Heritage and Culture	Active	Insufficient resources to meet accreditation criteria.	Missed funding opportunities. Unable to partner with other accredited museums. Negative effect on partnerships with key national bodies; the loss of the Chessmen and the many other national loans and the inability to apply for allocation of Treasure Trove Scotland finds. Serious reputational damage.	Medium	Current	Museum Forward Plan being developed includes resource allocation/deployment to ensure preparation in advance of re-accreditation/accreditation timelines.	Retain the threat	Medium	

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MS005	Breach of regulations or PPC conditions at landfill site.	Compliance		Operational Risk	David A Macleod - Head of Municipal Services	Active	Contamination of landfill environs.	Enforcement notice, fines or suspension of activities.	Low	Current	Staff well acquainted with legislative requirements and PPC permit conditions.	Retain the threat	Low	
MS006	Loss of pool of specialist vehicles (buses or refuse collection vehicles) or vehicle maintenance provision as a result of fire.	Asset / Infrastructure		Operational Risk	David A Macleod - Head of Municipal Services	Active	Major fire incident at garaging facilities or depot.	Unable to deliver core services, programme of vehicle inspections, service and repair not possible, breach of operator licence conditions.	Low	Current	Programme of fire safety inspection is maintained. Premises have up to date fire inspections, alarms, etc.	Retain the threat	Low	
MS007	Shortage of HGV drivers.	Workforce		Operational Risk	David A Macleod - Head of Municipal Services	Active	Brexit. The industry is heavily reliant on European drivers. No HGV training or testing took place during the pandemic although this has returned to normal now. Increased risk to remote areas due to the lack of population to fulfil jobs.	Unable to deliver services.	Low	Short-term	Succession planning route is in place for existing staff. Formal training is available on the mainland and we have been able to generate interest in driver training within our Cleansing team.	Retain the threat	Low	Look at options for supporting training for HGV drivers.