

Bedford and County AC

Risk Register

Risk No.	Area of Risk	Probability 1-5	Impact 1-5	Risk Rating	Mitigation	Residual Risk 1-5	Notes/Actions
1	Loss of club funds through Fraud/Theft	1	4	4	Income/expenditure reviewed monthly by the Exec Comm. All income received electronically Expenditure copied into 3 club officers/committee members	1	
2	Health and Safety issues at a club event Claims arising from accident at training/competition	3	5	15	Ensure health and safety policies and processes are correctly implemented, and that risk assessments are in place and followed appropriately, and that there is regular liaison with Stadium Management	2	
3	Adverse publicity / reputational damage following an incident and / or failure of club governance	2	4	8	Ensure all Executive Committee members have a good understanding of policies and processes and that they are reviewed regularly and implemented appropriately	2	
4	Failure to implement Club Articles of Association	2	2	4	Ensure all Executive members have a good understanding of the Articles of Association and that they are regularly reviewed and implement appropriately	1	
5	Failure to follow due process following Safeguarding issue	3	3	9	Ensure Welfare Officers' training is up to date and that policies and procedures are followed correctly	3	

6	Failure to follow due process following Grievance and Disciplinary issue	3	3	9	Ensure that the Club Secretary and Welfare Officer(s) have a good understanding of policies and procedures	3	
7	Failure to comply with GDPR	2	2	4	Ensure Privacy Notice is up to date and fully implemented	1	
8	Failure to adequately review and update club policies	2	2	4	Ensure that Executive Committee members understand the importance of regularly reviewing and updating policies	2	
9	Failure to adhere to Companies House and HMCR rules	5	5	25	Executive Committee to ensure annual financial and corporate reporting is undertaken	3	
10	Loss of facilities for training and competition	3	5	15	Executive Committee to maintain key links with Borough Council and GLL	2	
11	Damage to equipment owned by the club	3	4	12	Ensure that equipment is regularly checked	2	
12	Loss of club officers / coaches	3	4	12	Ensure succession planning is in place	2	

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