

## RISK ASSESSMENT – Remedy

Risk No.	Risk Barriers	Assessment of Risk			Risk Control Measures	Assessment of Risk				
		Impact	Likelihood	Lead		Impact	Likelihood		Impact	Likelihood
		Original Risk				Current Risk			Residual Risk	
Category Title		Reporting & Data								
1	Delayed timeframes for central policy and guidance development to inform way forward for CFB (Possible consequences: of uncertainty over timeframes for members, difficulty developing communication and local implementation strategies)	4	4		<ul style="list-style-type: none"><li>Up to date communication from LGA/ SAB and attendance from CFB at relevant meetings – On-going</li><li>Subsequent communication to CFB members and Unions as appropriate – On-going</li></ul>	4	3		2	2
		16 High				12 High			4 Low	
2	Knowingly working without relevant legislation, policy and guidance and out with the central decision making process (Possible consequences: errors in calculations leading to overpayments/ underpayments and possible complaints from members, duplication in workload revisiting past or cases processed with errors)	4	4		<ul style="list-style-type: none"><li>Central waiver in place – Pending agreement</li><li>CFB to obtain assurance that XPS develop robust procedures for processing and recording cases – Pending agreement</li><li>Scheme Manager has clear, documented making process in situ – Pending agreement</li><li>Potential risks communicated to Unions and Members and acknowledged in waiver for individuals where required – Pending agreement</li></ul>	4	3		3	2
		16 High				12 High			6 Moderate	



	implementation)	9 High			9 Moderate		4 Low
7	Incorrect information with regards to financial options to member and incorrect calculation to member leading to financial liability transferring to CFB	3   3 9 High		<ul style="list-style-type: none"> <li>Ensure robust process for calculation and waiver is in situ before any cases are accepted and payments made – Pending agreement</li> <li>Ensure communication clear to members about risk of manual calculations – On-going</li> </ul>	3   3 9 Moderate		2   2 4 Low
8	Timely and accurate communication with members about remedy and immediate detriment	3   3 9 High		<ul style="list-style-type: none"> <li>Regular updates from LGA – On-going</li> <li>Regular updates for Unions – On-going</li> <li>Utilisation of Comms Forum – On-going</li> <li>More formal communication put in place as and when required – As required</li> <li>Online information sessions – On-going</li> </ul>	3   3 9 Moderate		2   2 4 Low
9	Failure to deal with immediate cases	4   3 12 High		<ul style="list-style-type: none"> <li>Ensure CFB clear on position and communication has taken place with XPS and employees – On-going</li> <li>Ensure procedure and waiver provided from XPS – Pending agreement</li> <li>Ensure robust CFB procedure in place to deal with immediate cases -Pending</li> <li>Contract management with XPS – On-going</li> </ul>	4   3 12 High		2   2 4 Low
10	Failure to move members into FPS 2015	4   3 12 High		<ul style="list-style-type: none"> <li>Ensure CFB clear on position and communication has taken place with XPS and employees – On-going</li> <li>Ensure procedure and waiver provided from</li> </ul>	4   3 12 High		2   2 4 Low

		12 High		<ul style="list-style-type: none"> <li>XPS – Pending agreement</li> <li>Ensure robust CFB procedure in place – Pending agreement</li> <li>Contract management with XPS – On-going</li> </ul>	High		Low
11	Failure to deal with retrospective cases	4   3 12 High		<ul style="list-style-type: none"> <li>Ensure CFB clear on position and communication has taken place with XPS and employees – On-going</li> <li>Ensure procedure and waiver provided from XPS – Pending agreement</li> <li>Ensure robust CFB procedure in place – Pending agreement</li> <li>Contract management with XPS – On-going</li> </ul>	4   3 12 High		2   2 4 Low
12	Failure to adhere to GDPR	4   4 16 High		<ul style="list-style-type: none"> <li>Frequent review of requirements under GDPR and advice sought where required – On-going</li> <li>Comms devised to ensure that staff are aware that their personal information should be updated via self-service on the new system when available</li> </ul>	4   3 12 High		2   2 4 Low
13	Unknown costs for XPS to complete the project	4   3 12 High		<ul style="list-style-type: none"> <li>Robust communication with XPS. Costs provided – Pending agreement</li> <li>Escalation/ Discussion through PMT - As required</li> </ul>	4   2 8 High		2   2 4 Low