

Risk Register
for
Westbury Manor Museum

Appendix 1 to Curator's Report

Risk no.	Risk	Risk rating (H/M/L)	Controls	Responsible person / body	Review date	Action due by
1	Partial / catastrophic loss of collection	L	Disaster recovery plans in place in the event of loss of items through theft or fire / water damage. HCC self insurance protects against losses.	Collections Team / HCC	1 April 2015	
2	Partial / catastrophic loss of building	L	Disaster recovery plans are in place in the event of theft / fire or water damage. HCC Property Svs have procedures in place for quick response. Self insurance protects against loss.	HCCAMS / Property Services	1 April 2015	
3	Revenue Budget Shortfall	L	Regular monitoring of budget by HCCAMS and JMC means overspend / underachievement of income is identified and dealt with at a local level or within HCCAMS.	Area Curator / HCCAMS	1 April 2015	

Risk no.	Risk	Risk rating (H/M/L)	Controls	Responsible person / body	Review date	Action due by
4	Loss of Museum Accreditation resulting in loss of funding opportunities	L	HCCAMS experience and knowledge in achieving accreditation	HCCAMS	1 April 2018	
5	Reduction in Funding from current providers	L	Regular dialogue between funders mitigates against unplanned changes to service provision. Notice of changes in funding would result in planned changes as required at a local level.	HCCAMS	1 April 2015	

The risk rating encompasses the probability of occurrence and the level of impact there would be.

Review Date: 1 April 2015