

DALGAIRN TRUST - RISK REGISTER - Internal Issues

Issue	Risk	Opportunity	Risk Type (Reputational, Operational, Compliance)	Likelihood (P,ML)	Impact (P,ML)	Risk Category (P,ML)	Action/Response
<b>Strategy</b> Purpose of the charity and the way the it seeks to enhance community participation or involvement in its activities	Not meeting compliance obligations and policy objectives creates an economic risk. A reputational risk and a risk of losing volunteers where interested parties (such as local community members) perceive DT negatively and consequently we will lose credibility and funding opportunities.	Opportunity to review and make processes more efficient which could not deliver overall objectives  This approach will also make DT a better place to engage with, encouraging higher numbers of participants in projects.	Reputational, Operational & Compliance	Low	Medium	Low	Regularly review objectives
<b>Structure &amp; Infrastructure</b> Division of projects, integration and coordination mechanisms	Not complying, reviewing and maintaining project master plans could result in the original objectives of the project not being met and not meeting the requirements of ISO 9001:2015.  Not enough resources (funding) to continually expand the number of projects the DT provides and therefore number of participants that take part in the project.  Building not meeting basic HSE requirements to deliver projects within it.	Opportunity to use the framework of ISO 9001 to have a consistent structure with each project (including objectives & resource requirements) in order to ensure project delivers maximum impact and increased participation	Operational & Compliance	Medium	High	High	Ensure active management of projects and completion of project master plans to demonstrate to funders the positive impacts these projects are delivering to the local community
<b>Systems</b> Formal procedures for measurement, reward, and resource allocation.	Not completing, reviewing and maintaining project master plans could threaten the ability to meet in the individual project outcomes.  Not having a scheduled review structure in place (such as internal audits) could result in corrective actions not being put in place to make sure project outcomes are met and funding is secured.	Opportunity to use the framework of ISO 9001 to have a consistent structure and formal procedures with each project (including objectives & resource requirements) in order to ensure project delivers maximum impact and increased participation	Operational & Compliance	Medium	High	High	Ensure active management of projects and completion of project master plans to demonstrate to funders the positive impacts these projects are delivering to the local community
<b>Shared Values</b> Beliefs and principles which guide decisions and behavior of management, employees, volunteers	If management, employees and volunteers do not share the aims or the vision of DT from a broad perspective then the individual projects may not deliver the overall aims of DT. This could result in less participation by the local community and an ultimate loss in funding	Opportunity to regularly communicate the overarching aims of DT to all interested parties so everyone has a shared understanding of what is trying to be achieved and the specific metrics of how those achievements will be made	Reputational, Operational & Compliance	Low	Medium	Low	Regularly internally and externally communicate overarching aims of DT
<b>Skills</b> Charities' core competencies and distinctive capabilities.	With limited budget to hire skilled fulltime staff there is a risk that the volunteers are typically short term placements which could threaten the ability to meet project objectives  Not being able to employ fulltime employees also limits the pool of talent in which DT could recruit from  The loss of key personnel in the last 12 months could have affected the ability of DT to maintain project outcomes	Opportunity to advertise and recruit volunteers & staff from the local community and wider borough who have specific skill sets which will drive improvements in DT's ability to deliver projects, gain more participation in trust activities and ultimately secure more funding for future longevity  More reception and admin staff to provide support and administrative assistance in order to deliver project objectives	Operational & Compliance	Low	Medium	Low	Look to actively recruit volunteers with skill sets who will help manage and deliver project outcomes
<b>Staff</b> Organization's human resources, demographics, educational, and attitudinal characteristics	With limited budget to hire skilled fulltime staff there is a risk that the volunteers are typically short term placements which could threaten the ability to meet project objectives  Not being able to employ fulltime employees also limits the pool of talent in which DT could recruit from  The loss of key personnel in the last 12 months has also affected the ability of DT to maintain project outcomes	Opportunity to advertise and recruit volunteers from the local community and wider borough who have specific skill sets which will drive improvements in DT's ability to deliver projects, gain more participation in trust activities and ultimately secure more funding for future longevity	Operational & Compliance	Low	Medium	Low	Look to actively recruit volunteers with skill sets who will help manage and deliver project outcomes