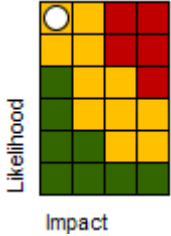




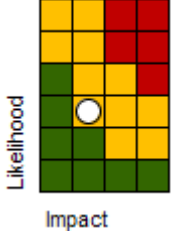



Risks & Issues Register ~ Merton & Sutton Joint Cemeteries Board ~ November 2018 – APPENDIX 2

Risk Owner	Code & Name	Risk or Issue	Cause	Consequences	Matrix	Current Score & Review History	Impact code	Control Measures in place	Date of comments
<p><b>Risk Register plotted on heat map:</b></p>									
<p>Page 25 Doug Napier</p>	<p>MSJCB02 Pandemic leading to reduction in income</p>	<p>Risk</p>	<p>The risk is that income will be reduced in the long term. Initially there will be a surge in income from the mass grave at the cemetery. Subsequently it is envisaged that demand for burial services will be reduced for a number of years.</p>	<p>It is envisaged that the unitary income from a mass burial would be lower than that generated from individual burials. In addition, the Board may need to reconsider the length of time over which the extension loans are paid off. The initial surge in income would be offset by lower expected income levels for a period of time, and the Board may struggle to break even over this period.</p>		<p>4 </p>	<p>08-Nov-2018</p>	<p>R</p> <p>Action Plan in place from the Corporate Pandemic (swine flu) plan which would use a number of cemeteries for mass burial. LBM will update plans as and when the threat of any new pandemic increases.</p>	<p>08 Nov 2018</p>
						<p>4 </p>	<p>25-May-2018</p>		
						<p>4 </p>	<p>20-Mar-2018</p>		
						<p>4 </p>	<p>14-Nov-2017</p>		
<p>Doug Napier</p>	<p>MSJCB07a Contracting out of Merton &amp; Sutton services (operational implications)</p>	<p>Risk</p>	<p>The risk is that there will be a negative operational effect as a consequence of contracting out of Merton and Sutton office administration, grounds maintenance and grave digging services.</p>	<p>Negative impact on the operation and management of the cemetery.</p>		<p>2 </p>	<p>08-Nov-2018</p>	<p>- Client-side monitor the operation of the contract and the level of complaints - First contractor report has been received by the Board - The risk rating will be reduced further once this information has been embedded.</p>	<p>08 Nov 2018</p>
						<p>6 </p>	<p>25-May-2018</p>		
						<p>6 </p>	<p>21-Mar-2018</p>		
						<p>6 </p>	<p>14-Nov-2017</p>		

Risk Owner	Code & Name	Risk or Issue	Cause	Consequences	Matrix	Current Score & Review History	Impact code	Control Measures in place	Date of comments
Zoe Church	MSJCB07b Contracting out of Merton & Sutton services (pension implications)	Risk	The risk is that the mature pension fund for which we anticipate the deficit will increase at each Actuarial revaluation.	Short, Medium and Long Term Pension implications		6  08-Nov-2018 6  25-May-2018 6  25-May-2018 6  21-Mar-2018		The financial situation will continue to be monitored. This is a mature fund for which Surrey County Council is unable to provide a detailed breakdown of former staff. The next Actuarial Revaluation is due in 2020. As additional information becomes available, it will be reported to the Board.	08 Nov 2018
	MSJCB07c Failure of contracting-out arrangements	Risk	There is a risk that the contractor may withdraw from the contract and that Merton would need to re-provide the service. It is unclear whether the chances of this happening are heightened by Brexit	Withdrawal from the contract either by design or through administration/liquidation will have an impact upon service provision during the interim changeover period whilst Merton re-provides the service.		6  08-Nov-2018	R	The contract has a built-in notice period which will allow time to commence re-provision if necessary.	08 Nov 2018