





# Closed Risks

Ref	Area / Category	Description	Comments / Actions	Mitigation/ Controls	Raised Date	Owner	Likelihood (1-5)	Impact (1-5)	Score	RAG Status	Target Risk Score	Risk Response	Closed Date	Closure Comment
F3.1	Finance	Redundancy	Cost - £13153.00. Based on statutory rate May 2015 - includes JMC/EC as staff. Need to be employed for 2 years to qualify.	Ensure statutory role of LPC as representative body. Ensure workforce meets demand and financial envelope.	01/05/15	Treasurer	3	3	9	Medium		On-going update required as staff reach 2 years employment. Include in LPC reserves.	Mar-16	To be review annually.
F3.2	Finance	Pension	Cost - £15,250.00 includes £7500 for back dating to 2014/15 JMC/EC. For 2015/16 £7750 (10% JMC; 6% EC; 3% SM/CJH/JDC)	Pension plan in place with People's pension. Compulsory staging date: July 2017	01/04/14	Treasurer/ Office manager	5	4	20	Extremely High		Compulsory staging date July 2017	31.1.16	3% rate since reviewed and due to regulatory / compulsory pension provisions removed as will be below allowable statutory requirements.
F3.3	Finance	LPC Ltd - liability for office and members	Payment of up to 5 years rent if need to move without finding a replacement tenant/ using the break clause would be on the individual signing the lease. £54,000 including VAT.	Formation of dormant Ltd company to hold the lease. Payment of 5 years rent in escrow account to cover risk to landlord.	04/05/16	Humber LPC Ltd	5	4	20	Extremely High		Payment of 5 years rent into account held by landlord. Invoice quarterly. Monies transferred directly to landlord. 5 years rent taken from Funding account and transferred back on quarterly basis.	22.6.16	Provided all documentation to Handelsbanken 22.6.16 to enable landlord to manage the fund transfer on a quarterly basis. Agreed with landlord that they will provide us with a running balance of the account.
F3.4	Finance	PSNC additional levy	Cost:£21,782.00 requested 13.12.16. Unbudgeted expenditure	Increase reserves.	13.12.16	Treasurer/ Office manager	3	4	12	High		Increase reserves to cover unforeseen expenditure or pay from Funding account.	4.1.17	To be paid from Funding account and repaid if returned by PSNC. Committee did not want to increase levy at this time.
HR1.2	Human Resources	Polices	Lack of approved HR polices to cover employed staff:- Sickness, Maternity.	Proposed process for management & review of polices via Performance / Governance sub-group	07/12/16	Office Manager	5	4	20	Extremely High		Standardised policies identified. Drafts prepared. All polices in set format. January LPC approval (2017). Review dates / approval dates.		Statutory policies adopted but suggestion may need further review.[See 1.3 above for new risk entry]
P2.3.1	Performance	Service Spec /Contact expiry	Hull NHS Health Checks	Service due to expire 20.9.16 commissioner has been contacted but no response	01/06/16	PDP	3	4	12	High		Highlighted to commissioner and then LPC out of loop until final service specification received	Dec-16	Risks to LPC due to changes to service specification. Work load for LPC as changes required to PharmOutcomes platform not discussed. LPC managed a work around but financial cost proposed by Pinnacle to resolve the new access criteria expensive / who pays?

