

# ANY TOWN SCOUT GROUP EXECUTIVE COMMITTEE

## Risk Register Version 1.0 (13 November 2022)

	<b>Nature of Risk</b>	<b>Impact</b>	<b>Mitigation</b>	<b>Notes</b>
1.	Damage to school buildings and/or equipment	Potential costs. Damage to relationship with school. Loss of or restrictions on use of school facilities.	Public Liability Insurance. Knowledge of buildings and equipment and rules for use and planning activities accordingly. Liaison with school, honest sharing of issues.	School was provided with copy of Public Liability Insurance document in Jan 2022.  Guidance on use of school facilities shared with Leader team. Guidance regularly checked with school.
2.	Loss of or damage to Group equipment	Potential costs. Unable to run desired programme.	Insurance covering equipment in use, in store and in transit. Proper use and maintenance of equipment. Storage in secure/suitable premises. Insurers advised where equipment is stored. Accurate inventory maintained.	Equipment stored at school.  Kit is labelled with Group name wherever practical.  Inventory updated and shared with AV Team Sept 2022 (v. 16.)

			Electrical items (2 x two ring hot plates) regularly PAT tested	PAT testing completed 9 Dec 2021, record sent to School 1 Jan 2022
3.	Injury to adult volunteers, helpers, supporters or members	Medical treatment. Costs. Litigation. Disincentive to involvement with Group.	Risk Assessments. Proper use and maintenance of equipment. Insurance including for occasional helpers and any children that accompany them or Leaders.	Group pays cost of occasional helper insurance. County pays for non-member children of helpers or Leaders. Rationale for assessing the number of potential occasional helpers and the number itself reviewed annually. Renewed November 2021 increased number of helpers covered from 125 to 150 to take account of second Scout Troop.
4.	Insufficient income to cover costs	Unable to pay fixed costs of hall hire. Unable to pay Membership Subscriptions. Unable to run effective programme and/or develop Group.	Regular review of financial situation. Early identification of issues. Maintain reserves. Fully exploit Gift Aid.	Reserves figure of £3,000 agreed at June 2021 Group Exec meeting. Subs for spring term 2022 onwards raised to £50.00 at Nov 2021 Group Exec meeting.

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