	Version 8 - Nov 17		Likelihood (1,3,5)	Impact (1,3,5)	Rating	BCP Action Card	Contingency	Comments / Actions	Lead	Likelihood (1,3,5)	Impact (1,3,5)	Residual Rating
1	Major network attack	●Shut down to counter attack ●Rebuilding due to successful attack ●Data / PC loss due to successful attack	3	5	15	1,4	Contract for full range of backup support. Budget arrangements for emergency expenditure. Cheques can still be issued.	Already many IT systems in place to prevent this. ICT have active antivirus and firewalling, including various security posturing. Plan to follow on reducing residual risk, following completion of the Essential Maintenance Plan.	KH	3	5	15
2	IT Network failure	●Loss of network storage ●No power ●Loss of communications / internet	3	5	15	1,4	Contract for full range of backup support. Budget arrangements for emergency expenditure. Cheques can still be issued.	Well established back up. ICT BCP covers this risk. Possible "mechanical" in terms of main cable damage	KH	3	5	15
3	Significant contract falls to RDC	●Staffing to manage transition ●Waste, Grounds Maintenance ●Financial Implications	3	5	15	1,3,6	Rehearsed BCP Action Card with this scenario. Budget arrangements for managing this. Four authority BCP for Waste.	Urgent need to revise Action Card post exercise. Review legal aspects. Create waste and street sweeping response plan. Consider other response plans. Separate Waste Contract Risk Register (MG). Four authority review needed.	BM	3	5	15
4	Data Loss	●Service failure ●Financial damage ●Resources drained	3	5	15	1,4	Back ups are maintained. Budget arrangements for managing this.		KH	3	5	15
5	Extreme Weather	●Loss of frontline services ●Staff committed to emergency ●Staff unable to get to work	3	5	15	1,3	Many staff live in Bexhill. Homeworking facilities. Guidance to staff in advance of weather warnings. RDC Emergency Plan. Priority Grid for Service staffing	Some experience here already. Prolonged extreme weather is the issue.	JC	3	3	9
6	National Fuel Shortage	●Loss of main services ●Staff committed to emergency ●Travel problems	3	5	15	1,3	Fuel priority grid including key staff & contractors. Homeworking facilities. Priority Grid for Service staffing .	Communications Plan needed. Work on understanding County network/plan needed.	JC	3	3	9
7	Significant loss of staff due to pandemic	●30%+ ●Flu etc. ●Across all services ●Particular note of cover for significant posts	3	5	15	1,3	Contacts with local, national & professional agencies. Homeworking facilities. Immediate medical prevention supplies available. Priority list for staff vaccinations. Priority Grid for Service staffing. Local Authority Duty to Co-operate.		JC	3	3	9
8	Coastal / River Flooding	●Major issues with transport ●Staff diverted to emergency ●Staff committed to recovery programme	3	3	9	1,3	RDC Emergency Plan Local Authority Duty to Co-operate. Rye Bay Flood Plan. Flood network to cascade information.	More an Emergency plan than BCP issue. Could have an impact on transport. Social media alerts. Communication - PR implicit.	TL	3	3	9
9	Failure of a significant system supplier (e.g. Ocella)	●Service Specific ●Agresso, Ocella, Academy, CRM, Kierway ●Customer Service	3	3	9	1,3,6	Contingency for simple alternative e.g. Excel ESCARO agreements.	Consider neighbour council back up system or data transfer. Rights of user software. Contingency for alternatives. Web based systems need checking. System to be replaced if supplier no longer exists. Corporate direction - similar to Link data and voice, encourage use of county wide systems for the future/future purchase, which will reduce risk. ESCROW agreements will reduce impact.	KH	3	3	9
10	Significant Legal case against Council	●Reputational damage ●Financial damage ●Resources drained	3	3	9	1,3,6	Early Legal Service plan & advice. Budget arrangements for managing this.	Work to Identify where service failure is in a legal case. Take steps to mitigate.	MJ	3	3	9
11	Breach of Data Protection	●Reputational damage / legal ●Financial damage ●Resources drained ●Leakage / theft	3	3	9	1,4	Training for staff Learning from incidents. IT security measures. Data Risk log.	Largely reputational, but potential financial risk. Wider issue of Data Protection and consequences of data theft.	JC	3	3	9
12	Significant Financial investment loss by Council	●Banks ●Staff committed to emergency ●Loss of income streams or assets	3	5	15	1,3,6	Management approval of transactions. Compliance with Investment Strategy to spread the risk. Treasury advice. Audit Service.		RV	1	5	5
13	Civil Unrest	●Loss of staff ●Staff committed to emergency ●Staff unable to get to work	1	5	5	1,3		Very unlikely.	JC	1	5	5
14	Town Hall Fire / Flood	●Loss of Accommodation ●Loss of IT Infrastructure ●Loss of IT desktops	1	5	5	1,2,4	Homeworking facilities. Continued facility in Amherst Road. Reciprocal arrangement with neighbours. Local Authority Duty to co-operate	Consider neighbour council back up. Potential damage to infrastructure. Paper files vulnerable. ICT BCP covers this risk.	KH	1	5	5
15	Failure of the ESCC Pension Fund	●Investment Failure ●Significant shortfall in funds ●Fraud	1	5	5	1,6	ESCC Investment Panel operating within agreed investment strategy. Fund Managers adherence to their mandate. Ultimately Government Intervention/bailout.	New Governance arrangements brought in by Government in 2015. This adds a further layer of scrutiny over and above the Investment Panel and will examine the operation and performance of the fund.	RV	1	5	5
16	Safeguarding Children and Vulnerable Adults	● Failure to identify child/adult at risk ● Failure to report to relevant agency when child/adult at risk identified ● Financial loss through legal compensation	1	5	5		Staff training delivered and regularly updated. Clear and understood communication channel from officers to lead safeguarding officer.	Action plan in place to ensure robust procedures in place. New safeguarding policy adopted by Council. All relevant new staff receive training. Further training/awareness to be provided to staff over the next six months. New procedures in place in Housing Division to ensure where Police have been made aware of location of vulnerable family, this information is updated for any subsequent move. Review needed on information exchange form County Council.	RV	1	5	5

17	Fallout from Brexit	●Financial market changes & instability ●European funding loss ●Investment uncertainty	5	1	5	1,3,6	Financial advice to manage this	Early review of where Brexit leaves Rother	RV	5	1	5
18	Major Incident requiring our staff to support it	●Loss of staff ●Staff committed to emergency ●Staff committed to recovery programme	3	3	9	1,2,3	Management approval of transactions. Insurance.	Directors to foster good relations and cooperation on these issues	TL	3	1	3
19	Major incident preventing travel	●Loss of staff for more than day ●Major incident blocking transport ●Major road closure	1	5	5	1,3	Homeworking facilities. Potential to work from other authorities. Service priority grid. Protocol with staff on web message, website can be updated remotely.		JC	1	3	3
20	Financial shutdown RDC	●Bank shutdown ●Loss of Income stream / assets ●Build up of backlog	1	5	5	1,6	Rehearsed BCP Action Card with this scenario. Budget arrangements for managing this. Four authority BCP for Waste.	Consider neighbour council back up. Lewes and Hastings are able to provide back up and support so that cheques can be produced. Customer advice and information to be put on website and telephone systems. Cheques can still be produced.	RV	1	3	3
21	Terrorist Incident involving RDC	●Impact on Public ●Impact on Staff ●Managing incident and recovery	1	5	5	1,3,7	Monitoring intelligence. Liaison with Police.	Identify key staff & brief Ability to closely manage access to Council.	TL	1	3	3
22	Substantial / prolonged Electricity failure	●Loss of frontline services & systems ●Staff committed to emergency ●Staff unable to get to work	1	3	3	1,2,3	BCP Action card on loss of premises. Regular inspection and maintenance of electrical supply to Council buildings. Flexible working arrangements. Priority Grid for Service staffing.	Feasibility study on emergency generator provision.	BM	1	3	3
23	Buildings unavailable due to incident / accident	●Loss of accommodation ●Buildings cordoned ●Structural Damage	1	3	3	1,2,4	Homeworking facilities Reciprocal arrangement with neighbours.	Consider neighbour council back up. To give consideration to partners occupying the building. Homeworking, if kit taken home and is safely off site. Another building/area is required to work from?	KH	1	3	3
24	Significant & prolonged strike	●Loss of staff ●Staff committed to cover ●Staff home commitments	1	3	3	1,3	Liaison with Unison Ongoing work to achieve good industrial relations. 40% union membership (monitored).	Very unlikely, but could shift radically if membership of Unison increased.	JC	1	3	3
25	Significant facility falls to RDC	●Staffing to manage transition ●De La Warr, museum, charity ●Staffing to manage recovery / maintenance	3	1	3	1,3,6	Budget arrangements for managing this	Identify staff to manage the facility. Closure / Management Plan to be drawn up.	BM	3	1	3
26	Amherst Road Fire / Flood	●Loss of accommodation ●Loss of IT desktops	1	3	3	1,2,4	Homeworking facilities Continued facility in Town Hall Reciprocal arrangement with neighbours Local Authority Duty to co-operate	Consider neighbour council back up. To give consideration to partners occupying the building. ICT BCP covers this risk.	KH	1	1	1
27	Significant Financial fraud against Council	●Reputational damage ●Financial damage ●Resources drained	1	3	3	1,3,6	Audit service Management approval of transactions Insurance	Check insurance. Audit Service highlights areas of risk. Fidelity guarantee insurance in place. Whistle blowing policy in place and staff reminded of its existence. Comms team to be informed if major fraud discovered to manage Press interest.	RV	1	1	1