**Basketball England Club Risk Register**

As part of good governance and club management, a club should have a risk register for itself. A risk register helps to identify key issues that may impact negatively on the club. These risks can be both controllable and uncontrollable, however, it is important to recognise them and act as a club to minimise these risks. A risk register works similarly to that of a Risk Assessment for sporting activity, however, this looks at an organisational level of the club, as opposed to a delivery aspect.

There are various risk to a club, which also vary from one club to another. Below are some topics that may have risks within them:

* Finances
* Recruitment
* Facilities/Premises
* Insurance/liability

It is important to monitor these risks on a ongoing basis and update accordingly.

When assessing risk, it is key to look at two particular aspects:

1. Likelihood of the risk
2. Impact of the risk

In the template below, likelihood and impact is on a scale rating of 1 (Low) to 3 (High). The final score for the risk is likelihood x impact. A traffic light system of green, amber and red is also used to display this:

|  |  |  |  |
| --- | --- | --- | --- |
| Likelihood/ Impact | 1 | 2 | 3 |
| 1 | 1 | 2 | 3 |
| 2 | 2 | 4 | 6 |
| 3 | 3 | 6 | 9 |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Risk Topic | Detail of Risk | Current Mitigation | Likelihood | Impact | Risk Level | Further Measures/Action | Responsibility |
| Finance |  |  |  |  |  |  |  |
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Risk Register Template:

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Risk Topic | Detail of Risk | Current Mitigation | Likelihood | Impact | Risk Level | Further Measures/Action | Responsibility |
| Finance | Insufficient funds to run the club | Standing orders set up by regular members to ensure payment  Pay and play sessions help bring money to the club  Fundraising director to help seek funding opportunities | 2 | 3 | High | Seek sponsorships and create a sponsorship package  Monthly updates from fundraising director |  |
| Venue | Venue closes due to council owned | No current plans to change venue  Chair has a close relationship with facility manager | 1 | 3 | Medium | None |  |
| Venue | Venue deteriorates | Maintain relationship with facility manager  Report issues with facility where relevant | 1 | 2 | Low | None |  |

Example: