

CANI Council
Summary risk assessment

Area	Risk	Probabilii			Impact			Overall Priority	Existing control	Responsibility	Recommended Actions	Responsibility	Completion date
		low	medium	high	low	medium	high						
Corporate Governance	CANI objectives not met	L					H	Plan and budget, individual objectives, KPIs	CANI Council	Operational plan and KPIs to be in place and reviewed annually	CANI Council	Annual	
	CANI objectives or services not in line with major segment of membership		M				M	Communication	CANI Council			Annual	
	Fraud by Council member	L			L			L	Restricted access to assets	CANI Council	Ensure updated for new posts/responsibilities	CANI Council	Annual
	Fraud by senior manager/CEO	L			L			M	Financial delegated authority and restricted access to assets	CANI Council	Ensure updated for new posts/responsibilities	CANI Council	Annual
	Fraud by staff member	L			L			L	Restricted access	CANI Council/line manager	Ensure updated for new posts/responsibilities	CANI Council	Annual
	Fraud by committee member or volunteer		M		L			L	Restricted access to assets	Committee chair and officers			Annual
	Event bringing CANI into disrepute by member	L					M	M	Clear objectives for CANI and operation within event guidance	CANI Council			Annual
	Action to bring CANI into disrepute by non-member	L					M	M	No direct control possible - impacted by professionalism of CANI	CANI Council			
	Unauthorised commitments		M					M	Authorisation procedures, appropriate allocation of responsibility	CANI Council	Update for new posts	CANI Council	
	Failure of financial system	L					M	L	Back up system on CANI server	Chief officer		CANI Council	
	Dispute with Sport N.I	L						H	Agreed KPI's and 100 day reviewing	Chief officer	None	CANI Council	
	Slow decision making process and loss of opportunities		M			L		M	Ability to use delegated authority or call CANI Council meeting at short notice	Chief officer	None	CANI Council	
	Failure of IT system (non recoverable)	L					M	L	IT dual back-ups	Chief officer	Recovery plan, reminders to staff using IT systems	CANI Council	In place
	Inability to agree strategy internally/major internal conflict		M					H	CANI Council voting structure and composition, recourse to members	CANI Council	None	CANI Council	
	Control by dominant individuals		M					M	Balance on CANI Council of directors and comttees	CANI Council	Maintain balance of representation and skills	CANI Council	
	Inappropriate skills to manage activities -staff	L					L	L	Job description and interview process, training	CANI Council	Review of CANI Council, assessment as part of ability to manage new projects	CANI Council	Ongoing
	Inappropriate skills to manage activities -volunteers		M					M	Voting structure and committee terms of reference	CANI Council/committees		CANI Council	
	Taking on projects outside skills base or resources	L						H	Approval process through CANI Council	CANI Council	Full appraisal of any new activities	CANI Council	Ongoing
	Conflicts of interest				H			M	Conflict of interests documented by all Council committee members	CANI Council	Review anually or on appointment of new members	CANI Council	
	Major dispute with membership		M					H	Paddlesport activity	CANI Council	Communication, membership services focus	CANI Council	Ongoing
Dispute with a single member		M					L	Communication	All	Appeal procedure CANI Council / BCU	CANI Council		
Inappropriate use of CANI name or brand	L						L		CANI Council	Review of any new activity	CANI Council		

Competing organisation created	L				L				L	Barriers to creation	CANI Council		CANI Council	
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		low	medium	high	low	medium	high						
Corporate Governance	Failure to change/modernise		M				H	H	Modernisation steps taken and continuing	CANI Council	Continue review	CANI Council	
	Failure of a committee to implement or apply CANI policy		M			M		M	Communication of policy	CANI Council	Review of committee activity	CANI Council	Ongoing
	Loss of CANI Council members							M	Ability to Co Opt Contracts, appraisal and review system	CANI Council		CANI Council	
	Loss of key people		M				H	H		CANI Council	Succession planning	CANI Council	
Funding	Loss of SNI core funding		M				H	M	Realistic objectives set, 100 day reviews	CANI Council	None	CANI Council	N/A
	Significant reduction in membership	L					M	M	Reserves, reduction in provision	CANI Council	None	CANI Council	N/A
	Inadequate insurance or significant increases in premiums	L					H	M	Reviewed with brokers	Chief officer	Annual review to be completed	CANI Council	Annual
	Lack of budgetary controls and financial reporting	L					M	L	Procedures in place and documented	CANI council	Update to match operating structure	CANI Council	Ongoing
	Unfair dismissal, breaches of employment law	L					M	L	Standard employment terms, employment documentation, external advice SNI	Chief officer	None	CANI Council	Ongoing
	Major doping issue		M				H	M	Education, policy and testing	CANI council	None	CANI Council	N/A
Resources	Lack of volunteers		M				M	M	Volunteering documentation	Chief officer	Communication and continued support to committees and clubs	CANI Council	Ongoing
Safety	Injury/fatality in sport			H	L			L	CANI safety regulations, insurance	CANI Council	None	CANI Council	N/A
	Fatality in CANI event		M				M	M	CANI safety regulations, insurance	CANI Council	Guidance to event organisers on safety and risk assessment	CANI Council	