

MAGIQUE RISK REGISTER

Business Objective \ Project	Risk	K	P	In	fo	Controls	Residu Likeli	Residu Severi	Residu Score	Warn	Actions	F'cast Likeli	F'cast Severi	F'cast Score
<p>T5_04 - Ensure programme editorial standards are maintained (Editorial Guidelines)</p> <p>Ensure programme editorial standards are maintained, by the proper application of the BBC Editorial Guidelines (Failure to comply with legal and external regulations).</p>	<p>04223 - Risk that BBC News output is insufficiently complied. ENPS - Risk of inadequate greening of scripts (greening demonstrates editorial approval). Risk that editors do not use the final approval (greening) functionality in the system to evidence editorial review. Lead users granting editor level system access to staff in many ENPS production areas who do not have editorial responsibility for the output.</p> <p>Bus. Unit: N/A Owner: Deputy Director News Updated: [ ], 21-Jun-2010</p>					<ul style="list-style-type: none"> <li>Discussions at Newsboard and within editorial teams.</li> <li>Guidance on 'Twitter' has been reissued to staff via editors.</li> <li>Dedicated roles in News &amp; English Regions monitor compliance</li> <li>Compliance registers for News output are signed off at Editorial Board quarterly.</li> <li>Managed programmes list reviewed monthly at News Editorial Board.</li> <li>Audits of ENPS scripts to check 'greened' Editors and other delegates are required to green all scripts either pre-TX or post-TX unless an error has been spotted, in which case it is left red to signal that the mistake is not for sharing.</li> <li>Quarterly ENPS spot checks reported to the Network News Board.</li> </ul>	3	3	14 14	▲	<ul style="list-style-type: none"> <li>Identify who will take over responsibility for reporting ENPS spot checks to the Network News Board.</li> </ul> <p>Status: 1. Open Actions Target Date: 30/06/2011 Owner: Deputy Director News</p>	3	3	14
<p>T5_05 - Recognition of legal responsibilities, and adherence to legal requirements</p> <p>Ensure proper recognition of legal responsibilities, and adherence to legal requirements (Failure to comply with legal and external regulations).</p>	<p>0402 - (Jo Bo 4.12) Legal Responsibilities of News Risk that News do not comply with legal responsibilities due to:</p> <ul style="list-style-type: none"> <li>Lack of knowledge and failure to identify potential libel &amp; issues surrounding contempt of court</li> <li>Insufficient training and /or infrequent refresher courses</li> <li>Ineffective referral procedures – failure to engage legal advice early enough</li> <li>Poor editorial supervision</li> <li>Lack of story ownership</li> <li>Insufficient effort invested in right of reply (to mitigate the effects of libel or to bolster a qualified privilege defence)</li> </ul> <p>Bus. Unit: N/A Owner: Director of News/Output Areas Updated: [ ], 04-Apr-2011</p>					<ul style="list-style-type: none"> <li>Legal Advice                             <ul style="list-style-type: none"> <li>News have assessed the legal training requirements of senior editorial staff and reviewed the effectiveness of local referral procedures.</li> <li>Comprehensive training courses carried out.</li> <li>Senior editorial figures in output Divisions reinforce referral procedures and help identify risk.</li> <li>24/7 legal advice service for all News items. (see below for more information)</li> </ul> </li> <li>Mandatory Legal Online 2 (Copyright and Contract) course</li> <li>Continued promotion of the editorial guidelines.</li> <li>Continued promotion of guidelines for user generated content.</li> <li>Mandatory Journalism Foundation Course for New Joiners.</li> <li>Senior Management Training - Advanced Legal training for SMs.</li> </ul>	2	3	13 13	●	<ul style="list-style-type: none"> <li>CRB spot checks</li> </ul> <p>Claire to arrange random spot checks to ensure those who should have had a CRB check have done.</p> <p>Status: 2. Completed Actions Target Date: 31/01/2011 Owner: [ ]</p>	2	3	13