

## Risk Assessment

Risk Element	Risk Description	Likelihood	Impact	Risk Score (with current mitigations)	Current Mitigations	Potential Future Mitigations
Public Liability	Children may encounter people engaging in unsafe behaviour in City Hall washrooms.	3	3	9	Children will be accompanied to the washroom by child minding staff.	A washroom space may be renovated or created to be dedicated for the service.
Environment, Security	An emergency or disaster may occur while children are participating in child mind, or an intruder or abusive patron may show up.	1	5	5	Existing procedures for City Hall and recreation centre child minding will be adapted for the City Hall service prior to launch.	Ongoing review and awareness of emergency procedures by all relevant staff
Financial	The number of participants fails to justify the cost of the program.	2	2	4	Awareness campaign to promote the pilot.	The pilot could be discontinued.
Public Perception	Children have a less than positive experience while in the care of the City.	3	1	3	The service will be designed with input from existing services, Child-Friendly Edmonton, and a GBA+ analysis.	Feedback from service users will guide future adjustments to the service.
Fraud, Customers, Citizens	Parents or guardians leave the premises while their child is in the care of the City, or do not pick up their children on time.	3	1	3	As at recreation facilities, users who fail to follow the rules would be barred from the service and there may be complaints to Child Services.	
Customers, Citizens	Parents or guardians may wish to attend and use the child mind service but not speak.	3	1	3	The awareness campaign and website will note that the service is for speakers only, and encourage online viewing.	The service may include non-speakers if there is sufficient demand.
Customers, Citizens	Speakers may be disappointed if the child minding service is not available during a meeting they wish to attend.	1	2	2	The pilot proposes to run the service for meetings that account for 90% of speakers.	The service, if successful, may be expanded to other meeting types.