Staffordshire Archives and Heritage Service

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Lack of equipment- ensure all staff can use office equipment at home. Work/life balance - ensure staff use flex, lieu, leave as appropriate and take breaks. Isolation - maintain timetable to attend	Inability to transform service, build new storage and				Deliver Staffordshire History Centre project and Stoke-on-Trent City Archives relocation. Ensure members are informed of progress, risks and alternative plans. Ensure key staff are identified to work on the project. Ensure public awareness of the project and vision behind it. Training and investment in staff and volunteers to deliver high quality offer. Fundraising to support project delivery. Highlight cost increases
				4	Lack of equipment- ensure all staff can use office equipment at home. Work/life balance - ensure staff use flex, lieu, leave as
	17 Home working of staff	2	2	4	
The likelihood of the risk occurring on a scale of 1-3: 1<25%; 2 =25% to 45%; 3>45%	The impact the risk would have if it where to occur, on a scale o	f 1-3 affecting bu	udget, quality and	timescales	