

Risk Log

Used to capture and actively manage the programme risks

URN	Description	Impact	Proximity	Probability	Risk Factor	Severity	Owner	Response	Actions	Status
001	Financial Implications Balancing the investment required with the savings that can be realised	4	M	4	16	Critical	SAB	Treat	Agree programme budget and relevant tolerances Source external funding for the programme Monitor financial spend and realisation of benefits as per individual benefits profiles and at agreed milestones Cascade budget monitoring and benefits measurements principles to projects linked to the programme	Open
002	Service Continuity Ensuring that the implementation of joint work does not adversely affect service performance	2	L	3	6	Significant	SAB	Treat	Transition management will be ongoing from the start of the programme until the new business is in operation and fully supported A business as usual approach may be taken to allow improved processes to be implemented as existing ones continue to operate	Open
003	Corporate Governance / Legal Ensuring that there are no legal barriers and joint working governance is clear	3	S	3	9	Significant	SAB	Treat	Obtain specialist legal support Learning from other partnerships and authorities	Open
004	Management of Change Being certain that the changes proposed can be managed effectively	2	M	4	8	Significant	SAB	Treat	Recognised and proven programme, project and business process improvement methodologies should be used to deliver this programme	Open
005	Human Resource Issues Effective management of the implications for employees	2	L	4	8	Significant	SAB	Treat	Obtain specialist support from HR in delivering any changes Support staff through any transition to be made Clear and open communications plan Early engagement of all staff (affected and non-affected)	Open
006	Impact on Other Key Projects & Partnerships Ensuring that other partnership and partner project commitments are not adversely affected	2	M	3	6	Significant	SAB	Treat	Other partnerships and projects (not directly forming part of the programme) will be treated as stakeholders Establish a stakeholder management strategy to ensure a mechanism for engaging with stakeholders Partners should consider the reverse of this and make Staffordshire Connects a stakeholder of all applicable internal programmes and projects	Open
007	Programme and Performance Management Ensuring that benefits can be measured as they are realised	4	L	4	16	Critical	SAB	Treat	Develop and agree a benefits management strategy Establish benefits (tangible/intangible) from the as it state Assign measures to track expected benefits Continually refine, re-asses and adjust benefits profiles Continually monitor programme progress against the business case and predicted benefits	Open
008	Reputation and Relationships Ensuring that joint working enhances the reputations of all authorities	2	L	5	10	Major	SAB	Treat	Clear communication of the vision Establish a programme communications plan	Open
009	Capacity to Deliver Capability of authorities for project implementation and delivery	2	L	4	8	Significant	SAB	Treat	Obtain specialist support in the form of Project Managers from across the partnership, the region and external consultants Support and develop staff internally throughout the project lifecycle to encourage continuous and sustainable improvement Link with HR to map resources and specific programme/project requirements All Partners to create trust and promote the partnership both internally and externally (specifically SAB members are tasked with championing the partnership and ensuring the delivery of efficiencies)	Open