RISK LOG

PROJECT NAME:	Warm up Bristol Apendix D Cabinet Report	PROJECT ID		
PROJECT MANAGER:	Hannah Spungin	DATE LAST AMENDED	19/12/2017	

KEY: Category - 'E/F' Economic/Financial'; 'E' Environmental; 'L' Legal/Regulatory; 'O/M' Organisational/management; 'P' Political; 'S/C' Strategic/Commercial; 'T/O' Technical/Operational Likelihood - 6 = Almost certain, 5 = Likely, 4 = Probable, 3 = Possible, 2 = Unlikely, 1 = Almost impossible Impact: 4 = Catastrophic, 3 = Critical, 2 = Significant, 1 = Marginal Priority Score - Purple (18-24: Catastrophic Risk); Red (10-16: Critical Risk); Amber (9-8: Significant Risk); Green (1-6: Marginal Risk)

ID	Туре	Category	Description	Likelihood Impact Priority	Date identified	Countermeasure or response	Resid	Priority la	Owner / Actioner	Notes	Date of last update	Status	Related RAID ID
RK001	Risk	S/C	Delivery profiles not being met will mean that the overheads of the delivery team will not be covered.	4 2 8		Several sources of revenue streams have been identified with plans to increase or decrease to respond to demand. Contingency plans have been devised to share resource accross the service if overheads are not being met. This would aleviated he issue temporarily to allow for growth.		2 4					
RK002	Risk	s/c	Too much demand and the team cannot respond to the influx of work	4 2 8		Marketing is being staggered to avoid bottlenecks as work comes in. Contingency planning has been carried out and areas where additional resource may be needed have been identified including where the resource could be found. Training plans are being developed for each department to bring temporary staff or new starters up to speed as quickly as possible.	1 2	2 2					
RK003	Risk	s/c	ECO (or equivalent) funding not being available will impact the delivery profile and also competitive edge when seeking new partnerships	3 3 9		New porcurement for ECO is being carried out alongside the cabinet report to ensure that a new ECO contract is in place post June 2018.	2 3	6					
RK004	Risk	O/M	Council processes delay project programme and delivery cannot start as scheduled in April 2018.	4 3 12		Possible delays have been factored into the shcedule.	3 3	9					
RK005	Risk	T/O	Procurement and legal have advised to use a Measured Term Contract. This means using one contractor per energy efficiency measure. Risk that this contractor does not perform or goes into administration.	3 3 9		Strict contract management needs to be adhered to and regular meetings with contractor need to be carried out. All contractors have to adhere to council requirements (i.e. financial, insurances etc) to bid for work.	2 3	6					
RK006	Risk	s/c	Insufficient volume of jobs causing under-delivery on measure term contract. Financial or reputational implications	4 2 8		The tender is clear that we are selling to private home owners and volumes depend on uptake. Contract states an approximate value of works and gives no guarantee as to what will be delivered. No financial compensation is applicable if volumes are not met. Good relationship with contractors is essential to ensure expectations are managed and relationship and reputation is maintained. If delivery volumes are not met the contractor is at liberty to terminate the contract after 12 months, as is BCC.	1 2						
				0				0					
				0				0					
				0			++	0					\vdash
				0				0					
				0				0					\vdash
				0				0					
				0			++	0					\vdash
				U		I	ш	U					