

## City Leap Risk Register

### Negative Risks that offer a threat to City Leap and its Aims (Aim - Reduce Level of Risk)

Ref	Risk Description	Key Causes	Key Consequence	Status Open / Closed	Strategic Theme	Risk Category	Risk Owner	Key Mitigations	Direction of travel	Current Risk Level			Monetary Impact of Risk  £k	Risk Tolerance			
										Likelihood	Impact	Risk Rating		Likelihood	Impact	Risk Rating	Date
1	Legal challenge by unsuccessful Bidder	Loss of opportunity for unsuccessful bidder	Additional cost and potential delay to completion of procurement	Open		Legal	Tim O'Gara	Appropriate legal and financial advice obtained and implemented during procurement. Procurement carefully planned and project managed. Training given to all relevant team members involved in process in relation to key areas of risk e.g. dialogue meetings, decision taking, evaluation. High quality record keeping throughout to ensure detailed audit trail for all decisions clearly setting out rationale. Appropriate, consistent and clear award criteria devised and maintained throughout procurement. Robust, thorough and audited evaluation process. Detailed feedback clearly setting out characteristics and relative advantages of selected tender given to unsuccessful bidder to draw out any potential challenge at the earliest opportunity.	Stable	2	5	10		2	5	10	Mar-22
2	Final contracts cannot be finalised with Preferred Bidder during Preferred Bidder Stage	Material change to position results in reopening of key elements of contracts	Potential for failed procurement and/or needing to go to second placed Bidder leading to significant delay and increased risk of challenge.	Open		Legal	Tim O'Gara	Extensive dialogue during procurement aimed to minimise the number of issues that could be available for refinement during transition stage. Carefully planned and suitably resourced approach for transition phase.	Stable	2	5	10		1	3	3	Mar-22
3	The Council does not realise the financial benefits or incurs additional costs arising from future projects carried out by the City Leap Energy Partnership on its estate.	Financial risks arising from the council agreeing to make financial contributions to future projects carried out by the City Leap Energy Partnership on its estate and the terms applying to a particular project as agreed at the time.	Financial loss to the Council.	Open		Financial	Stephen Peacock	Client Function has access to suitable skills and experience to conduct robust review of projects proposed by the City Leap Energy Partnership. Client Function has capability and capacity to carry out robust contract management.	Stable	2	5	10		1	3	3	Mar-22
4	Client Function not operational when City Leap Energy Partnership goes live	Insufficient resource in place during transition phase.	Client Function unable to operate effectively, leading to delays to project approvals and/or exposing the Council to risk (see above).	Open		Financial	Stephen Peacock	Interim arrangements to provide resource in place, including drawing upon Capital Programme Strategic Partner where appropriate. Early recruitment of senior posts, e.g. Service Manager, and subsequently initial core team in good time ahead of go live.	Stable	2	3	6		1	3	3	Mar-22