

UKSPF PROGRAMME - SUMMARY OF RISKS AND ISSUES REGISTER

Risk or issue	Mitigation	Risk after mitigation:	
		Severity	Likelihood
Delay in securing approval of UKSPF funding leading to delayed project start date.	Maintain close working relationship with BCC internal procedures, WMCA and project managers. Ensure systems, processes, partnership arrangements and governance have been established prior to receipt of an offer letter. Update: Year 2 underspend can be vired across to Year 3. Year 3 funding agreement to be issued in February 2024.	High	Low
Failure to reach key milestones during the course of the project.	BCC to work closely with project managers and the local business networks to generate awareness and establish referral mechanism on to the programme.	High	Medium
Failure to generate sufficient number of referrals of eligible businesses/participants onto the programme.	BCC to work closely with project managers and the local business/community networks to generate awareness and establish referral mechanism on to the programme.	High	Medium
Subcontracted projects do not perform as required.	Project managers have good track record from previous/similar projects. Legal agreement will be in place. Payment will be against agreed KPIs.	Medium	Low
Failure to meet UKSPF project outputs and outcomes over the life of the project.	Maintain efficient project management. Monitoring of claims against achievements of outputs/outcomes and milestones will flag up issues of delivery.	Medium	Medium
Non-compliance of programme governance	Continuous monitoring of compliance. Seek expert support from BCC Legal Services to confirm compliance to Subsidy Control.	High	Medium