

APPENDIX 1 - ANNEX 1 BIG DATA CORRIDOR Risk register

No	Item of Risk	Inherent Risk		Control Measures	Control Measure Managed by	Residual Risk	
		Impact	Likelihood			Impact	Likelihood
1.0	Funding						
1.1	Potential funding exposure for BCC by acting as Accountable Body through clawback	High	Med	BCC will closely monitor and manage contracted project delivery on a monthly basis. Funding and Legal Agreements to be put in place with Delivery partners and contracted providers to ensure that all DCLG contract responsibilities, terms and conditions are mirrored with partners and financial risks to BCC are minimised.	Interim Director Information & Technology and BDC Project manager	Med	Low
1.2	Uncertainty of funding as a result of BREXIT	High	Med	Control/ Treat - regular communication with DCLG. HM Treasury has written to Rt. Hon. David Davies confirming their commitment to all EU funded projects providing they are in contract before the Autumn Budget Statement on 23rd November 2016	Interim Director Information & Technology and BDC Project manager	Med	Low
2.0	Delivery						
2.1	Lack of demand – insufficient SME's through Growth Hub	Med	Low	Delivery partners have established relationships with SME's through other projects and have their own marketing channels. There are also relationships with Chamber of Commerce and other organisations such as Marketing Birmingham who can help promote opportunities for SME's etc. Marketing costs have been included in the project. • Clear PR and publicity plan will be developed and implemented. • Project wide publicity resources will be developed alongside partners' existing materials as appropriate.	BDC Project Manager	Med	Low
2.2	Wide partnership structures making consistent management more difficult	High	Med	Robust plans for contract management and quality assurance are in place through the inclusion of a Project Management Procurement Strand within the delivery plan. • Experienced staff in place • Robust internal audit and QA systems • Robust and compliant procurement procedures • Common and agreed operating standards • Common IT system for management of entire project across partners. Sharpcloud will be used to monitor day to day relationships with business and contracts of partners	BDC Project Manager	Med	Low
2.3	Over demand – too many SME's applying for training and support	Med	Med	Numbers of SME's have been carefully calculated in order to ensure outputs can be met based on funding required. It is likely that additional evaluation criteria may be put in place to ensure the best suited SME's receive assistance. If demand is greater than anticipated the project will apply a 'first come first serve' approach until the max. no of business assists is reached. Potential to commission additional support by going go back to DCLG and ask for additional funding to deliver additional Business Assists and Support. Strict criteria and processes for ensuring only eligible SME's are supported through to ensure deminimis rules are met.	BDC Project Manager	Med	Low
2.4	Difficulty progressing SME's into full Business Assist outcomes due to time con	High	Med	Risk exists around changing economic climate and emerging technologies which change business models - although currently levels of SME's in the City are increasing significantly - the project will mitigate this through the following measures: The design of the programme has been based on evidence of good practice of what works and will also enable online interactions at a time that suits an employer once they have completed a number of modules. This will help to achieve the outcomes of 12 hours per SME for business assist. • The combination of one to one support, bespoke interventions and improved private and public sector businesses being part of the programme will enable the programme to support all SME's into a positive outcome.	BDC Project Manager and Partners	Med	Med
3.0	Commissioning						

3.1	Difficulty commissioning a data platform that can be used by SME's and Partner organisations to release data and api's and visualisation tools that businesses can use and ensuring that it is using emerging technologies and data standards.	Med	Med	<p>Risk to be addressed through an active commission and procurement approach, building on knowledge gained through commissioning of the recent Digital Academy SME Digital Skills Work programme. BCC to manage process which will include:</p> <ul style="list-style-type: none"> - Initial Market Testing has been undertaken to identify the type of platform required with a number of potential providers in advance of setting service specifications which will be tendered according to ERDF Rules. 	BDC Project Manager and partners	Med	Med
4.0	Staffing						
4.1	BCC staff involved leave or are made redundant due to re-structures within the Economy Directorate during the life of the project	Med	Med	All delivery partners have skills and capacities to take over project management, however as BCC is the Managing Authority it will have to be by secondment to aid rapid deployment in order to ensure that BCC retains the knowledge within BCC.	BDC Project Manager and partners	Med	Low
5	Delay in approval or start up	Med	Med	As accountable body Birmingham City Council would also seek to negotiate with DCLG around potential for down scaling delivery in line with match funding as required, if this impacts on the project.	BDC Project Manager	low	Med