

Progression Pathways Risk Register



Data entry:
Impact - 1 = low risk; 2 = medium risk; 3 = high risk
Score = Impact x Probability

APPENDIX H

Risk: Something which may occur and for which mitigation can/should be put in place to reduce the impact or probability of it happening.

Date Last Updated:		28/11/2017						
Ref No.	Date Risk Logged	Risk	Impact 1, 2 or 3	Probability %	Score	Owner	Target Date	Mitigation
1	15/11/2017	Lack of demand – difficulty accessing and engaging eligible participants	2	33	66.00	Lead Partner Delivery Partner	ongoing	1) Marketing costs included 2) PR & Publicity Plan 3) aligned partners include JCP and NCS who will refer eligible candidates 4) Engagement of community groups and community organisations to engage target groups and refer into project 5) Budget allocated to specialist engagement where gap is identified
2	15/11/2017	Over demand – too many eligible participants, or too many participants in specific target groups	2	33	66.00	Lead Partner Delivery Partner	ongoing	1) regular review of engagement activity to assess demand and review of engagement activity to ensure all target groups are engaging in project 2) Further commissioning available to engage with specific groups where gaps identified
3	15/11/2017	Difficulty progressing participants into employment	2	33	66.00	Lead Partner Delivery Partner	ongoing	1) Programme based on previous good practice 2) 1-1 support, bespoke interventions with employer links will offer a comprehensive programme in to a positive outcome 3) targeted training provision linked to employer demand 4) Employer engagement function key role of EDWs work on project
4	15/11/2017	Difficulty commissioning suitably experience training providers that can meet the flexible demands of the project	3	66	198.00	Lead Partner	ongoing	1) Tender process previously tested 2) raise awareness of opportunity through market awareness events and advertising on FIIB. 3) market research carried out by Lead Partner to understand market and what will be deliverable 4) smaller lots commissioned with focus on specific sectors
5	15/11/2017	Difficulty linking with employers	3	33	99.00	Lead Partner Delivery Partner	ongoing	1) Both lead and delivery partner have existing employer links 2) Based on past delivery and existing employer links with Lead partner 3) Link with sector representatives already engaged with employers in growth sectors 4) Employment Access Team with extensive experience of employer engagement and demonstrated success 5) Links with GBSLEP Growth Hub, BCC Business, Development & Innovation Service and other business engagement programmes to raise awareness of Progression Pathways and make referrals
6	15/11/2017	Delay in confirmation of funding	3	50	150.00	Lead Partner Delivery Partner	01/07/2018	1) Processes and structures in place to assist with retrospection
7	01/09/2015	Associated match funding not available	3	10	30.00	Lead Partner	01/07/2016	1) Match funding confirmation provided
		<i>N.B. click on this row to add new rows - this will ensure graph lines still line up</i>	0	0%	0.00			

Risk Management Process:

Risk Register to be reviewed at each Project Steering Group