

BASIS Risk Register

Risk Description	Owner	Probability	Impact	Mitigation
Delay in securing approval of ERDF funding leading to delayed project start date.	BCC	Medium	Medium	Maintain close working relationship with DCLG and LEP. Ensure systems, processes, partnership arrangements and governance have been established prior to receipt of an offer letter.
BCC Governance arrangements – delays in securing BCC Cabinet approval and establishing project operational arrangements.	BCC	Medium	Low	Prepare Cabinet Report well in advance and seek agreement from BCC finance, legal and Cabinet Member.
Failure of Growth Hub to understand the programme and generate awareness with business networks.	BCC, International Synergies	low	Low	BCC and International Synergies to carry out induction workshop with Growth Hub.
Failure to generate sufficient number of referrals of eligible businesses onto the programme.	BCC and International Synergies	Low	Low	BCC to work closely with the Growth Hub, and other networks to generate awareness and establish referral mechanism on to the programme.

Low level of programme awareness and take up of support available by SMEs.	BCC and International Synergies	Low	Low	One to one surgeries with SMEs, supply chain network presentations targeting of eligible businesses including events and PR. Mechanisms in place to recruit SMEs. In addition, International Synergies Ltd has successfully delivered previous ERDF projects (NISP & IS-Net) to SMEs in the GBSLEP area and has excellent established connections to the SME community.
Partner ISL does not perform as required.	BCC	Low	Medium	ISL have good track record. Proven match funding in place. Legal agreement will be in place. Payment will be against agreed KPIs
Failure to meet project outputs over the life of the project.	BCC and International Synergies	Low	Low	Efficient project management. Monitoring of claims against achievements of outputs and milestones will flag up issues of delivery.
Non-compliance of programme processes and documentation with State Aid Regulations.	BCC and International Synergies	Low	Low	Continuous monitoring of compliance with De minimis and GBER State Aid Regulations. Seek expert support from BCC Legal

				Services to confirm compliance with the GBER Regulations.
Potential impact of BREXIT on the GBSLEP economy.	BCC	Medium	Low	Work closely with DCLG, monitor programme, review activity. Unlikely to have major impact once project is started.