

APPENDIX C- YEI Risk register

No	Item of Risk	Inherent Risk		Control Measures	Control Measure Managed by	Residual Risk Likelihood
		Impact	Likelihood			
1.0 Funding						
1.1 Application to DWP is unsuccessful	Outline application submitted in May 2015 was positively appraised resulting in invite to submit full application. Detailed delivery planning underway to prepare for any due diligence questions arising from application appraisal. Positive project appraisal and endorsement anticipated at ESIF committee in January	High	Low	Assistant Director for Employment/ Employment & Skills Team	Medium	Low
1.2 Funding from DWP is below Application levels and Target cost	Advocacy by BCC within Due diligence discussion with DWP and/or scaling down of project delivery activity and cost within delivery planning process	Med	Med	Assistant Director for Employment/ Employment & Skills Team	Low	Med
1.3 Potential funding exposure for BCC by acting as Accountable Body through clawback	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 DWP contract responsibilities, terms and conditions are mirrored with partners and financial risks to BCC are minimised.	High	Med	Assistant Director for Employment and YEI Project manager once appointed	Med	Low
2.0 Delivery						
2.1 Lack of demand – difficulty assessing and engaging eligible young people	Delivery partners have established relationships with JCP, Locally embedded third sector orgs and statutory services such as YOS, Social Care. The DPs have excellent track records for engaging the most vulnerable and 'hard to reach' young people. • 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.	High	Low	Employment & Skills Service/ YEI project Manager once appointed	med	Low
2.2 Wide partnership structures making consistent management more difficult	Intervention workers will raise awareness of the programme offer to all relevant organisations and services.	High	Med	Employment & Skills Service/ YEI Project manager once appointed	Med	Low
2.3 Over demand – too many eligible young people	Robust plans for contract management and quality assurance are in place through the inclusion of a Learning and Practice Hub 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.	Med	Med	Employment & Skills Service/ YEI manager once appointed/ all delivery partners	Med	Low

2.4	High	Risk exists around changing economic climate- although currently levels of youth unemployment in the City are reducing significantly (although still higher than in other UK core cities). Project mitigate this through the following measures: <ul style="list-style-type: none"> The design of the programme has been based on evidence of good practice of what works. The combination of one to one support, bespoke interventions and improved employer links will enable the programme to support all young people into a positive outcome. 	Medium	Med	Employment & Skills Service/ YEI manager once appointed/ all delivery partners	
3.0	Commissioning	Risk to be addressed through an active commission and procurement approach, building on knowledge gained through commissioning of the recent Destination Work programme. BCC to manage process which will include: <ul style="list-style-type: none"> Market Shaping/ consultative workshops with potential providers in advance of setting service specifications. A balanced use of incentives and payment by results terms within contracts to ensure contract fees reflect the genuine value of support activities undertaken with harder to support clients - on-going and continuous service improvement and support for contracted providers through the project teaming and practice hub. 	High	Med	med	Med
3.1	Difficulty commissioning host organisations with sufficient capacity and understanding of the delivery model to employ the Intervention Workers and Employment Development staff effectively.	All delivery partners have existing skills and capacities within current work force. In addition the project will adopt the following: <ul style="list-style-type: none"> Expedient and robust recruitment processes . Competitive wages Use of Secondment opportunities to aid rapid deployment on going bespoke training and support in coach mentor techniques for frontline staff delivered through the project's Learning & Practice hub. 	Med	Med	Employment & Skills Service/ YEI manager once appointed/ all delivery partners	Low
4.0	Recruitment	Delay has the potential to erode available match funding and affect timescale for deliverability. However, DWP terms allow for retrospective around claiming existing eligible match funded activity. Work is therefore on-going with delivery partners to ensure existing delivery with eligible YEI clients is EU compliant and can be recorded and claimed from a start date in January. Moreover, in respect of City Council match a £2 million policy contingency allocation has been identified to underwrite Match funding commitments if required. As accountable body Birmingham City Council would also seek to negotiate with DWP around potential for down scaling delivery in line with match funding as required.	Medium	Medium	Employment & Skills Service/ YEI manager once appointed/ all delivery partners	low
4.1	Employment Development Workers	5 Delay in approval or start up	Medium	Medium	Medium	Medium