Commissioning Risk Register - Appendix C

													DATE LAST REVIEWED:	09/10/17
REF	DIVISION	RISK TITLE & DESCRIPTION (a line break - press alt & return - must be entered after the risk title)	RISK CAUSE & EFFECT	RISK CATEGORY	GROSS RISK RATING *(See next tab for guidance)*			EXISTING CONTROLS IN PLACE TO MITIGATE THE RISK	CURRENT RISK RATING *(See next tab for guidance)*			FURTHER ACTION REQUIRED	RISK OWNER
					LIKELIHOOD	IMPACT	RISK RATING		LIKELIHOOD	IMPACT	RISK RATING		
1	Commissioning	Failure to deliver the Council's Target Operating Model as a "Commissioning Organisation"	**Cause(s):** - Unclear (or lack of) commissioning strategies - Poor commissioning activities - Inability to undertake full commissioning cycles - Failure to engage and develop markets **Effect(s):** - Service cuts required if balanced budget is not met - Reputational damage	Procurement & Contracts	5	4	20	1. Commissioning Programme developed 2. Initial pilot of 10 services identified 3. Commissioning Team represented at senior level across the Council 4 Governance arrangements and budget agreed 5. Commissioning Programme 6. Member and Officer training 7. Weekly Commissioning Board 8. Contract Sub Committee (5x per year) 9. Monitoring and progress reports to the Executive	4	3	12	1. Proposals relating to the individual services to be submitted to the respective PDS Committees for scrutiny and approval.	Director of Commissioning
2	Commissioning	Effective governance and management of contracts	**Cause(s):** - Lack of clear management across contracts - Capacity and capability - Contract management processes ineffective - Organisational culture and understanding **Effect(s):** - Financial losses - Service disruptions - Poor quality services	Procurement & Contracts	4	4	16	1. Review of contract management and contract monitoring controls including any issues identified by internal audit 2. Database alerts to assist in monitoring 3. Contract Sub Committee	4	4	16	None Identified	Director of Commissioning
3	Commissioning	Database Utilisation	**Cause(s):** - Lack of organisational buy-in from contract managers - Lack of governance - Poor awareness / education in understanding purpose **Effect(s):** - Impacts upon decision making and outcomes - Poor quality data - Commissioned services not fit for purpose - Increased financial costs	Procurement & Contracts	4	3	12	1. Database guidance issued to officers 2. Follow-ups issued to remind contract managers and commissioners 3. Quarterly Member reporting 4. Sign-off by CLT 5. Contract Sub Committee	4	3	12	None Identified	Director of Commissioning