

Appendix 5.a

Risk Action Log and Risk Register

The following appendix provides the Risk Action Log and the Risk Register for Project Transform. The risk log illustrates the review process that has been carried out on the risks identified by The Partners as highlighted in the Risk Register.

PROJECT TRANSFORM		RISK ACTION LOG
DATE	REVIEWED BY	ACTION TAKEN
19/06/2008	Project Team	None
26/06/2008	No Review	Risks presented to Members Panel
01/07/2008	Bill Rhatigan and Alan Brown	<p>Risk 3 reduced 8 to 7 Risk 4 reduced 9 to 7 Risk 5 reduced 9 to 7 Risk 6 reduced 9 to 7 Risk 11 reduced 9 to 7 Risk 12 reduced 9 to 7 Risk 13 reduced 9 to 7</p> <p>There are currently 5 net Red Risks, 7 net Amber Risks and 5 net Green Risks</p>
17/07/2008	Project Team	<p>Risk 5 reduced Net risk from 7 to 5 reduced to Amber. Mitigating actions undertaken 1. Interim Project Director appointed. 2. Project Plan produced. 3. development of governance framework started</p> <p>Risk12 reduced Net risk from 5 to 3 reduced to Green: Mitigating actions 1. Member advisory panel set up 2. Member packs produced. 3. Cabinet / Scrutiny reports timetable agreed</p>
24/07/2008	Project Team	<p>2 new risks were added to the register Risk 18 and 19 There were no further amendments</p> <p>There are currently 4 net Red Risks, 8 net Amber Risks and 7 net Green Risks</p>
31/07/2008	Project Team	<p>Reviewed by the project team there was a typo on Risk 17 the net likelihood should read Medium and not High</p> <p>There are currently 4 net Red Risks, 8 net Amber Risks and 7 net Green Risks</p>
07/08/2008	Project Team	<p>Risk 6 reduced to Amber Mitigating actions: Consultants working on models with partner authorities</p> <p>There are currently 3 net Red Risks, 9 net Amber Risks and 7 net Green Risks</p>
14/08/2008	Project Team	<p>None</p> <p>There are currently 3 net Red Risks, 9 net Amber Risks and 7 net Green Risks</p>

09/09/2008	Project Board and Project Director	<p>Reviewed by the project Board and Project Director</p> <p>Risk 3 reduced net risk to 3 Green, joint working model developed and agreed by Project Board</p> <p>Risk 4 reduced net risk to 3 Green, proposed governance framework agreed by Project Board</p> <p>Risk 6 reduced net risk to 3 Green, work with consultants and respective finance teams complete and validated</p> <p>Risk 7 reduced net risk to 3 Green, all strategy's aligned to deliver required government targets</p> <p>Risk 10 reduced net risk to 3 Green, all technologies explored as part of OBC submission</p> <p>Risk 11 reduced net risk to 3 Green, contract to include need for response to legislative changes</p> <p>Risk 16 reduced net risk to 3 Green, Full liaison with Defra and WIDP transactor and project on target for completion within deadline</p> <p>There are currently 1 net Red Risk, 4 net Amber Risks, and 14 net Green Risks</p>
25/09/09	Project Team	<p>The Risk Register was reviewed by the project team and it was decided that none were subject to change.</p> <p>There are currently 1 net Red Risk, 4 net Amber Risks, and 14 net Green Risks</p>
20/10/09	Project Team and Technical Advisors	<p>The project team met with the technical advisors and it was decided that there had not been sufficient mitigating action to justify the adjustment to an of the current risks</p> <p>There are currently 1 net Red Risk, 4 net Amber Risks, and 14 net Green Risks</p>