

Library Transformation Project

Appendix 8

Risk Register: 5th October review meeting - summary
 Report Date: 19th October 2011 (cpc)

Identity			Person		Classification								Fallback Plan	
Risk No	Risk Title	Risk Description	Risk Owner	Risk Manager	Pre			RR		Post			FBPla n	Action Manager
					Pro b	Im p	Ca t	RR s	Next Action	Pro b	Im p	Ca t		
203/165	203/165 - Member Support	Failure to obtain member support for the proposals in a timely fashion results in delays to implementation and subsequent knock on impact on overall savings achievement	CEG ACE PPP	CEG AD LCS	M	H	2	3	21/10/2011	M	H	2	Y	CEG AD LCS
203/169	203/169 - Expectation Management	Failure to confer the realities of running a library service (with regard to costs, people and time commitment required) to communities and/or failure to fully explain the proposed revised level of service provision to library users and other key stakeholders could result in community dissatisfaction, failure of community partnerships and ultimately the potential loss of the library service in that community	CEG ACE PPP	CEG AD LCS	M	H	2	2	31/10/2011	M	H	2	Y	CEG AD LCS
203/166	203/166 - Capacity and Performance	Reduced capacity within the service leads to inability to explore and capitalise on new technological solutions, creative ways of working and provide resilience to staff absences resulting in reduced overall performance, loss of future business opportunities and loss of customers to competitor markets (eg.amazon, supermarkets, kindle)	CEG ACE PPP	CEG AD LCS	L	H	3	2	31/03/2012	L	H	3	Y	CEG AD LCS
203/163	203/163 - HR - Legal Issues	Failure to follow correct HR processes and carry out necessary consultations results in issues with TUPE, unfair dismissal proceedings and associated costs, criticism and reputational damage	CEG ACE PPP	CEG AD LCS	M	M	4	3	31/10/2011	M	M	4	Y	CEG AD LCS
203/164	203/164 - Recruitment and retention of key staff	Uncertainty of future roles and issues around the changes could lead to demotivated staff, increased staff turnover and difficulties in recruiting good calibre workforce results in service performance issues and increased workload for remaining staff	CEG ACE PPP	CEG AD LCS	M	M	4	2	22/11/2011	M	M	4	Y	CEG ACE LDS
203/167	203/167 - Financial Management	Delays in setting up proposed arrangements, unexpected costs due to staffing or ongoing management and supervision issues could result in the financial savings being delayed or not realised to the value anticipated	CEG ACE PPP	CEG AD LCS	M	M	4	4	30/06/2011	M	M	4	Y	CEG AD LCS
203/168	203/168 - Environmental Impact	Cessation or reduction in the mobile service could lead to library users making special journeys to access a library increasing their carbon footprint, partly offset by the reduction in library vehicles	CEG ACE PPP	CEG AD LCS	L	L	5	1	21/10/2011	L	L	5	Y	CEG AD LCS
203/255	203/255 - Equalities Impact Assessment	Failure to adequately assess the equalities impact of proposed changes to the service or failure to implement mitigating actions results in public dissatisfaction and potential for legal challenge	CEG ACE PPP	CEG AD LCS	L	M	5	2	22/11/2011	L	M	5	Y	CEG AD LCS

