

APPENDIX 2 - SINGLE HOMELESS OUTREACH & ASSESSMENT SERVICE CONTRACT

Title	Risk description	Opp/ threat	Cause	Consequence	Date Raised	Owner	Gross		Current		Residual		Comments	Controls				
							I	P	I	P	I	P		Control description	Due date	Status	Progress %	Action Owner
Agreement of contract terms	Unable to agree mutually acceptable contract terms with the preferred supplier.	Threat	Supplier suddenly decides that the contract terms are unacceptable	Contract is not signed and service provision is delayed / cancelled	01/03/2015	Contracts and Procurement Specialist	4	2	3	2	1	2	Suppliers have agreed in principle to the draft terms and conditions, however there will be some negotiation needed surrounding a performance linked to pay mechanism.	It is hoped that this risk can be mitigated through the tender process and through reference checks with other local authorities. The recommendations in this report also seek to ensure that the Council is in a position to award a contract.	31/03/2015		50	Contracts and Procurement Specialist
Contractual Issues	Oxford City Council needs to cancel or vary the contract for any reason.	Threat	There is a change in the funding stream.	The contract rolls on and the Council are left with filling the funding gap.	01/03/2015	Rough Sleeping & Single Homelessness Manager	2	3	2	3	2	3	This will only be considered if Oxfordshire County Council re-organise current arrangements.	The contract allows for sufficient flexibility to help overcome this. There will also be appropriate break clauses in the contract for non-performance, as well as the option for the Council to exit the contract at the annual review stage with termination clause inserted.	Ongoing		0	Rough Sleeping & Single Homelessness Manager (Contract Manager)

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