

**Award of contract for disposal of Recycled material**  
**CEB Report 10 September 2015**

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
Number of tender Submissions	Inability to test the market fully and obtain a satisfactory price.	Threat	Reduced Capacity of available MRF's and locality.	Higher price and therefore cost to the Council but also less competitive in the commercial market place	6 July 2015	Roy Summers	4	2	4	2	4	2	Known potential bidders being notified that tender is being placed.	Notify potential tenderers. Employ specialist external advice to get balance right of making tender attractive whilst driving value for money.	20 July 2015		50%	Roy Summers / Geoff Corps / WYG
No where to take collected recycled material.	No local licenced transfer station.	Threat	Transfer facilities in area are limited and at capacity.	Normal service at risk for domestic and commercial customers	6 July 2015	Geoff Corps / Roy Summers	4	2	4	2	4	2	Proposal being prepared for Council to run own transfer station. Arrange alternative as back up.	Explore with potential suppliers within reasonable radius of City	30 August 2015		50%	Roy Summers / Geoff Corps
Timing	Timetable	Threat	Suppliers may want more time to set up transfer site and licences	Normal service at risk for domestic and commercial customers. Short term fix could be more expensive	6 July 2015	Geoff Corps / Roy Summers	4	2	4	2	4	2	Arrange alternative as back up .	Potential supplier to be found. Separate lot is proposed for supplier with an existing transfer facility.	31 August 2015		50%	Roy Summers / Geoff Corps
Value	Cost More	Threat	Market, capacity and timing may prevent suppliers from tendering competitively. Market conditions at present is poor and may have reached bottom.	Cost more than anticipated if need to provide service piecemeal or short term.	6 July 2015	Geoff Corps / Roy Summers	4	2	4	2	4	2	Contact known suppliers and arrange alternative as back up .	Potential supplier to be found	31 August 2015		50%	Roy Summers / Geoff Corps

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