

Appendix 1

Appendix 1: Risk Register

					Date Raised	Owner	Gross		Current		Residual		Comments	Controls					
Title	Risk description	Opp/ threat	Cause	Consequence			I	P	I	P	I	P		Control description	Due date	Status	Progress %	Action Owner	
81	Breaching Legislation	Supplier fails to adhere to the required regulations, for example regarding the control of legionella.	T	Inadequate employee training or negligence	Very serious health and safety related risk	30/10/2020	Mark Gibbons	5	2	5	1	5	1		There are pass / fail compliance and accreditation questions contained in the tender documentation. Rigorous contract management and monitoring are essential. Contractors must be accredited to Legionella Control Association during the contract and meet competence requirements	28/02/2021		75%	Stephen Clarke, Head of Housing and Property
	Safeguarding	Supplier may need to enter a Council property that has vulnerable people.	T	Property has a water supply.	Vulnerable persons may be at risk	30/10/2020	Mark Gibbons	3	2	3	1	3	1		Specification requires supplier to be DBS checked. Arrangements for access must be made prior to visit.	28/02/2021		75%	Contract Monitoring Officer (Mark Gibbons)

Tender Award	Failure to award or delay to award the contract	T	Panel cannot agree on scores or Director / Section 151 or the monitoring officer do not agree award recommendation	Council will not comply with legislative requirements and its commitment to site safety.	30/10/2020	Stephen Clarke	3	2	3	2	1	1		Procurement will facilitate moderation and complete a robust tender evaluation award report.	28/02/2021		75%	Andrew Ward, Contracts & Procurement Officer
New contract rates are higher than the allotted budget	Contract rates are higher than the allotted budget	T	There is a need for more remedial works than originally envisaged	The Council would have to increase the budget to meet requirement.	30/10/2020	Stephen Clarke	3	3	2	2	2	2		High cost remedial works would be raised as individual projects	28/02/2021		75%	Stephen Clarke, Head of Housing and Property