

Project Risk Register Report



Initiatives: *Public Health Reform Programme*

Projects: *SG Public Health Reform Programme*

Risks For Escalation: *Complete Risk Register*

Primary Categories: *Business, Clinical, Reputational, Staff, No Category*

Risk Score: *Red, Amber*

Risks Status: *Open*

LIKELIHOOD

Rare Unlikely Possible Likely Almost Certain

	SCORE	1	2	3	4	5	TOTAL
I	Catastrophic	5					
M	Major	4		3			3
P	Moderate	3		2			2
A	Minor	2					
C	Minor	2					
T	Negligible	1					
							5

Request ID & Contacts	IRMA Categories	Risk & Impact Description	Action Plan & Updates	Risk Scoring	Mitigation Strategy & Review
<p>Initiative: Public Health Reform Programme</p> <p>Project: SG Public Health Reform Programme</p> <p>Request Number: SG-0073-R011</p> <p>Risk Owner: n/a</p> <p>Risk Raised By: Marion Bain</p> <p>Date Raised:</p>	<p>Primary Category: Business</p> <p>Secondary Category: No Category</p>	<p>Risk Title: Strategic alignment</p> <p>Risk Description: There is a risk that the PHR will duplicate effort due to misalignment with strategies, programme or activities.</p> <p>Impact Description: If it occurs will result in wasted resource time and costs</p>	<p>Action Plan: 1. Undertake a mapping exercise to identify which strategies, programmes and activities are to be aligned to. 2. Once identified ensure PHR is linked into the necessary groups.</p> <p>Action Plan Updates: 1. - 21/3 - commissions identify strategies, stakeholders and groups to be involved/ consulted in delivering key activities in order to deliver PHR 2. - 06/4 - strategy reps to be considered as member of programme board.</p>	<p>Likelihood: Possible</p> <p>Impact: Major</p> <p>Combined Score: 12</p> <p>Residual Likelihood: n/a</p> <p>Residual Impact: n/a</p>	<p>Mitigation Strategy: Prevention</p> <p>Review Status: n/a</p> <p>Proximity Date: 30/04/2018</p> <p>Date of Next Review: 07/02/2018</p>

Request ID & Contacts	IRMA Categories	Risk & Impact Description	Action Plan & Updates	Risk Scoring	Mitigation Strategy & Review
06/02/2018				Residual Combined Score: <div style="background-color: green; color: white; text-align: center; padding: 2px;">0</div>	
Initiative: Public Health Reform Programme Project: SG Public Health Reform Programme Request Number: SG-0073-R012 Risk Owner: n/a Risk Raised By: Marion Bain Date Raised: 06/02/2018	Primary Category: Business Secondary Category: No Category	Risk Title: Resource capacity Risk Description: There is a risk that timescales may slip due to a lack of resource capacity in lead organisations who will be delivering some of the projects for the PHR Impact Description: If it occurs may result in some key milestones being delayed which would impact other future milestones for the programme	Action Plan: 1. PHR to be clear on the ask of lead organisations 2. PHR to provide funding for additional support Action Plan Updates: 1. - 21/3 - at the time commissions are being issued lead organisations are being invited to meet and discuss initial support requirements. The commissions then ask the organisations what further resource requirements are necessary to deliver the remaining deliverables in the commission.	Likelihood: Possible Impact: Major Combined Score: <div style="background-color: orange; color: white; text-align: center; padding: 2px;">12</div> Residual Likelihood: n/a Residual Impact: n/a Residual Combined Score: <div style="background-color: green; color: white; text-align: center; padding: 2px;">0</div>	Mitigation Strategy: Prevention Review Status: n/a Proximity Date: 31/12/2018 Date of Next Review: 07/12/2018
Initiative: Public Health Reform Programme Project: SG Public Health Reform Programme Request Number: SG-0073-R007 Risk Owner: Amanda Trolland Risk Raised By: Amanda Trolland Date Raised: 17/01/2018	Primary Category: Reputational Secondary Category: No Category	Risk Title: Benefits and outcomes Risk Description: There is a risk that the programme may be seen as not delivering major changes as the estimates benefits and outcomes are not detailed or measured strongly Impact Description: May result in the Scottish Government being seen as not delivering value and beneficial outcomes	Action Plan: 1. Programme Team to undertake a benefits workshop and detail expected benefits specifically 2. Expected benefits to be shared with key stakeholders 3. Baseline measures to be captured and monitored regularly Action Plan Updates: Risk Owner - SRO/PPD 1. - 21/3 - Benefits workshop to be arranged for May following the final blueprint being produced.	Likelihood: Possible Impact: Major Combined Score: <div style="background-color: orange; color: white; text-align: center; padding: 2px;">12</div> Residual Likelihood: n/a Residual Impact: n/a	Mitigation Strategy: Prevention Review Status: n/a Proximity Date: 30/04/2020 Date of Next Review: 25/01/2018

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				Residual Combined Score: <div style="background-color: green; color: white; text-align: center; padding: 2px;">0</div>	
<p>Initiative: Public Health Reform Programme</p> <p>Project: SG Public Health Reform Programme</p> <p>Request Number: SG-0073-R002</p> <p>Risk Owner: Amanda Trolland</p> <p>Risk Raised By: Amanda Trolland</p> <p>Date Raised: 17/01/2018</p>	<p>Primary Category: Staff</p> <p>Secondary Category: No Category</p>	<p>Risk Title: Stakeholder Management - Communication</p> <p>Risk Description: There is a risk of unrest across Public Health due to delayed or conflicting communications from organisations.</p> <p>Impact Description: May result in a lack of support for the transformation and low morale</p>	<p>Action Plan:</p> <ol style="list-style-type: none"> 1. Develop a robust communications strategy and plan 2. Collaborate with Health Scotland and National Services Scotland colleagues around timings and contents of updates. <p>Action Plan Updates: Risk Owner - Mark McAllister</p> <ol style="list-style-type: none"> 1. 21/3 - communications and engagement strategy and plan in place. 2. 21/3 - monthly meeting with PHR comms, NSS comms and HS comms in place. Monthly newsletters to be issued, website to be set up. 	<p>Likelihood: Possible</p> <p>Impact: Moderate</p> <p>Combined Score: <div style="background-color: orange; color: white; text-align: center; padding: 2px;">9</div> </p> <p>Residual Likelihood: n/a</p> <p>Residual Impact: n/a</p> <p>Residual Combined Score: <div style="background-color: green; color: white; text-align: center; padding: 2px;">0</div> </p>	<p>Mitigation Strategy: Prevention</p> <p>Review Status: n/a</p> <p>Proximity Date:</p> <p>Date of Next Review: 25/01/2018</p>
<p>Initiative: Public Health Reform Programme</p> <p>Project: SG Public Health Reform Programme</p> <p>Request Number: SG-0073-R005</p> <p>Risk Owner: Amanda Trolland</p> <p>Risk Raised By: Amanda Trolland</p> <p>Date Raised: 17/01/2018</p>	<p>Primary Category: Business</p> <p>Secondary Category: No Category</p>	<p>Risk Title: Information Governance</p> <p>Risk Description: There is a risk that the information governance to support the formation of the new Public Health Body is not defined enough or put in place in a clear and timely manner</p> <p>Impact Description: May result in duplication of effort between NSS and PHS and ultimately impact the PHS service offerings</p>	<p>Action Plan:</p> <ol style="list-style-type: none"> 1. Establish a project to look at Information Governance arrangements and consult Information Governance subject matter experts for advice and guidance. <p>Action Plan Updates: Risk Owner - Marion Bain/ Eibhlin McHugh</p>	<p>Likelihood: Possible</p> <p>Impact: Moderate</p> <p>Combined Score: <div style="background-color: orange; color: white; text-align: center; padding: 2px;">9</div> </p> <p>Residual Likelihood: n/a</p> <p>Residual Impact: n/a</p>	<p>Mitigation Strategy: Prevention</p> <p>Review Status: n/a</p> <p>Proximity Date: 31/03/2019</p> <p>Date of Next Review: 25/01/2018</p>

Request ID & Contacts	IRMA Categories	Risk & Impact Description	Action Plan & Updates	Risk Scoring	Mitigation Strategy & Review
				Residual Combined Score: <div style="background-color: green; color: white; padding: 2px; display: inline-block;">0</div>	
TOTAL: 5					