

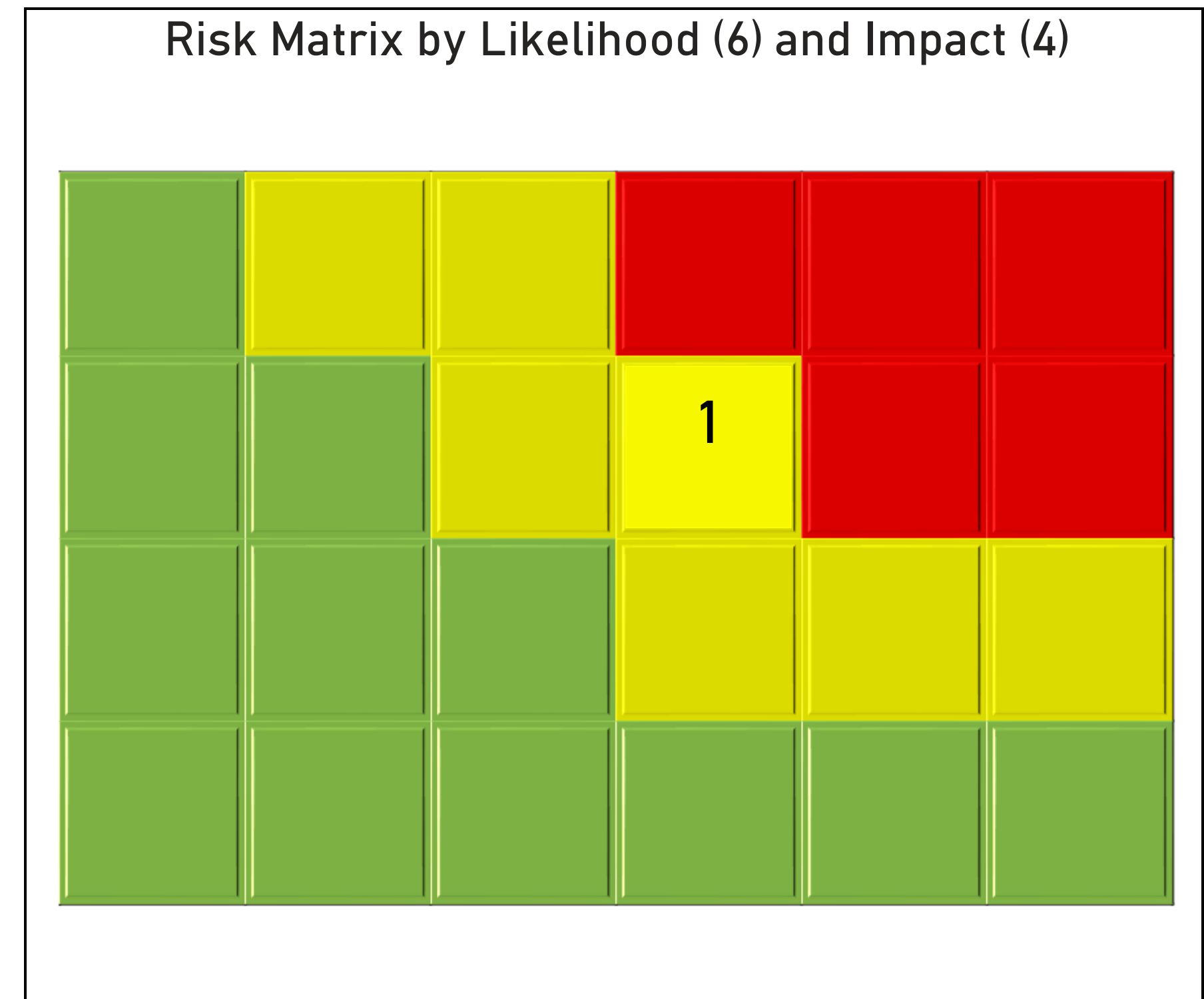


Commercial & Procurement Risk Register

CURRENT CLUSTER RISKS ▼	CURRENT RISK SCORE
Shared Procurement Service - Unable to Deliver	12

Number of Cluster Risks

1



FUNCTION	CLUSTER	RISK OWNER	RISK LEAD
Commissioning	Commercial & Procurement	Craig Innes	Melanie McKenzie

RISK TITLE	RISK DESCRIPTION	CONTROL ACTIONS	% COMPLETE	TARGET RISK SCORE	CURRENT RISK SCORE	CURRENT LIKELIHOOD	CURRENT IMPACT	TARGET COMPLETION DATE
Shared Procurement Service - Unable to Deliver	<p>Risk that Commercial & Procurement Shared Service are unable to deliver against agreed KPI's within Service Level Agreement - due to:</p> <ul style="list-style-type: none"> •Lack of stakeholder engagement •Failure to standardise partner operating procedures, specifications and demand requirements •Ineffective collaboration •Inability to consolidate shared data, lack of and poor quality data. •Ineffective staffing structures and resource allocation •Poor uptake and engagement of service user training courses •Ineffective workforce profile and misalignment across the service •Robust ICT systems and infrastructure 	<p>Effective contract management procedures across the shared service, setting out contract administration, relationship management, contract monitoring and review</p> <p>Contract managers have skills and tools available to manage each stage of the contract management process</p> <p>Effective online training and procedures for all service users</p> <p>Shared vendor arrangement and harmonised SLA's</p> <p>Shared KPI and reporting arrangements</p> <p>Shared / harmonised data allowing analysis and reporting (incl. Contract Registers)</p> <p>Shared values, goals and behaviours across the shared service</p>	50	6	12	4	3	