

Appendix B: Risk Log

Risk Ref	Risk Owner	Risk Description	Overall Risk Score (Average)	Planned Mitigating Actions
26	Peter Walsh	Delay in the completion of the Phase 1 SAP Interfaces until 1 November 2011. This has implications to the Roll out timescale. As the roll out starts in Dec 2011.	20	Phase 1 split into 2 phases so now becomes 3 phase approach. i.e. Request HCC to prioritise RDS and Absence Interfaces almost complete, second phase testing in progress.
20	Nick Derham	Availability of extensions from Infographics. Due to large amounts of enhancements to the IPDS, Core HR and duty Planner modules needed within the FireWatch system there is potential for Infographics to struggle with the initial delivery timelines set out as these were based on the original thought that extensions would only be required for the Duty planner module.	20	Contingency fully utilised, detailed discussion with Infographics, progress made, Directors approved revised delivery timescale. Reschedule of timeline, close day to day management of Infographics maintained.
5	Peter Walsh	The complexities of the SAP interfaces are yet to be fully understood and there is some concern over the directions of each interface and the input point for specific data types particularly around Organisational Management /New Starters.	15	Detailed specifications complete on 3 interfaces. Interface 1 now in second stage testing and build in progress for interface 2.
2	All	Data quality (could undermine user confidence and future analytical value).	13	Dedicated team and representatives in each reference at Board level. Implementation Team are directing functional areas and work to cleanse data required. Data Protection Officer provides compliance advice. Report to SMT on Data Statement.
25	Peter Walsh	Delay of Phase 2 SAP Interfaces until April 2012, causing prolonged work around and additional work loads on HR workforce support.	12	Dual entry options with Workforce Support. Develop reporting process for Management Information team to track any data differences.