

Risk Register - Outdoor Sports Review - Cabine

Item	Activity	Title
	Tennis	Procurement
	Tennis	Programme
	Athletics	Procurement
	Tennis	Change management
	Tennis	Charging
	Tennis	Financial sustainability of operators
	Tennis	Funding

Description	Status
Proposed procurement strategy is to procure one or more operators with potential for different operators at each site. There is a risk that the Council has limited capacity to manage several tennis operators. Mitigation will be to ensure robust contract management processes with each operator to ensure that efficient use of officer time.	Low
Court improvement works in Victoria Park courts are scheduled for Sept 22. This is likely to coincide with the timeline of the new operator(s). A delay with the improvement works could adversely impact the timeline for starting the operator contract. Close project management of the court improvement works will be required to reduce this risk.	Medium
The proposal is for a temporary variation of the Everyone Active contract to enable Everyone Active to manage facility on a temporary basis. If it is not possible to agree a suitable negotiation with Everyone Active, there is a risk that the Council will not be able to reduce the costs for running the facility or increase participation over the medium term until a permanent solution for the track is implemented.	Medium
Gate access booking system. There is a risk that people will take time to adapt to new system and this will reduce the use of courts. Also there is a risk that people without a mobile phone will struggle to access courts. This is regarded as low risk and the mitigation will be the communication strategy and the provision of clear instructions on how to use the new system, including information for people not able to book online on how to book over the phone speaking to a member of staff.	Low
Introduction of charges. There is a risk that the introduction of charging will reduce the use of courts. To reduce this risk, the Council will work closely with the LTA and operators to ensure that the charging policy is affordable and includes free sessions and concessionary rates.	Low
Risk that operators are not financially stable, leading to a withdrawal of service. To reduce this risk robust financial checks will be made as part of the procurement process and also as part of regular contract reviews	Low
Risk that LTA funding application for booking and gate access system is unsuccessful. Alternative funding would be sought from the Council and also externally. The contingency is for operators to fund and implement systems for bookings/payments.	Medium