

## Risk Matrix

CONSEQUENCES		Likelihood				
	Rate	Unlikely	Possible	Likely	Certain	
Negligible - 1	1	2	3	4	5	
Minor - 2	2	4	6	8	10	
Moderate - 3	3	6	9	12	15	
Major - 4	4	8	12	16	20	
Catastrophic - 5	5	10	15	20	25	

KEY:  Low risk (1-3)  Moderate risk (4-6)  Significant risk (6-12)  High risk (12-25)

### Risk Log

#### Project Details

Project Name	Risk Log Volunteer to career
Project Lead	Gillian Cook
Project Manager	Victoria Welsh Belinda Lock

ID	Description of risk/issue	Risk Type	Likelihood of risk occurring	Impact if it occurs	Score	Level of Risk	Owned by	Mitigating actions
<b>Current Clinical risk</b>								
1	Surge pressure - Winter pressures and Covid recovery is putting pressure on clinical staff-potential to impact viability for the Burdette Trust due to clinical pressures and release not being feasible across the country	HR	2	3	6	Medium		SMT engagement to ensure good support for project Early recruitment process - Early engagement with HR / recruitment and key clinical staff to expedite effective secondment - April start as winter pressures ease.
2	Surge pressure - potential to impact recruitment to the secondment post of clinical person -	HR	2	3	6		SFT	Low/negligible as our peak from surge is anticipated to be end of Jan/ Feb and we are not planning to recruit until the spring
3	Covid surge - potential to impact engagement of volunteers due to infection rates and access to healthcare settings - Owned by SFT	Operational	2	3	6		SFT	Low / negligible as this phase should coincide with lower infection rates throughout the summer pilots -
4	Failure to engage and recruit a clinician -	HR	2	4	8		SFT	we have factored in time to recruit and have a well established long term plan to support volunteer development and an emerging trust wide learning faculty, as part of a quality improvement project who are in support of this and wider system bids to engage and develop this work within the Trust
5	1. Volunteers and others unwilling to engage in case study reporting -	Operational	2	3	6		SFT	as we will mitigate by making this an explicit criteria of engagement in the pilot, utilising the toolkits and best practice guides from the programme - Owned by SFT
6	Project is reliant on effective engagement with voluntary sector / volunteering services	Comms / Project mx	2	4	8	High	SFT	Ensure adequate induction to meet key personnel. Engage with local network meetings utilising the toolkits and best practice guides from the programme . Communication plan monthly review and an action plan
7	Pandemic restrictions	Operational	3	3	9	High	SFT	Remote working and online delivery of supervision and training
8	Severe weather	Operational	2	3	6	Medium	SFT	Use of online technology to maintain project delivery