

ID	Date Opened	Projects	Workstream	
r.142	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Recruitment
r.143	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Engagement
r.144	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Evaluation
r.146	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Implementation
r.147	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Funding

r.148	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Implementation
r.156	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Funding
r.157	05/07/18	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Resources
TBC	15/01/2019	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Implementation
TBC	15/01/19	Yorkshire Cancer Research Screening/ Awareness Locality Based Co-ordinators	Prevention, Awareness, Screening	Engagement

Description of Risk	Description of Impact	Likelihood	Impact	Risk Exposure
Risk that we are not able to recruit to all posts due to them being offered on a fixed term basis	Not able to progress with setup and implementation of project	2	5	10
Risk that practices at both an individual and locality level do not engage and get on board with the project therefore ultimately the project will not have the intended impact	Ultimately we will not be able to evidence impact from the project and not meet anticipated outcomes set for the project	2	5	10
Risk that we do not deliver anticipated benefits and outcomes from the project	Project is not seen as successful and meeting the desired outcomes agreed at the outset	2	5	10
Risk that we widen the health inequalities gap as we allocate resources to all practices across Leeds		2	5	10
Risk that the funding/ project does not continue beyond initial funding timescales and the support needs to be withdrawn from the localities/ practices.	Momentum will be lost - there will not be an infrastructure in place to continue support to localities to continue focus in this area	3	5	15

Risk of confused messaging from the Locality Based Screening/ Awareness Co-ordinators and the work of NHS England Screening Teams	Patient/ GP confusion	2	2	4
Risk that a delay in funding decision confirmation will impact on delivery timescales and ability to get started with the project	Impact on start of project and ability to get up and running quickly	2	4	8
Risk that initially we do not have capacity to progress set-up project activities for this work as we need to action this prior to be able to recruit dedicated PM	Unable to carry out essential pre work to get this set up appropriately	2	3	6
Risk of delays/complications with funding and procurement arrangements due to the multi-delivery agency focus of this project – LCC/LCP – Confed and CCG	Impact – delay set up and start of project and therefore reduction in time we have to evidence the impact of the project	2	4	8
Risk that localities/ practices do not want to remain engaged with the project and unable to engage other localities to become involved as the project progresses		2	5	10

amme Risk Register

Escalation Level	Mitigation Action	Raised By	Risk owner	Risk response
Prevention SG	Proposal to YCR has been built on a 3 year programme – therefore this will enable us to recruit some of the early roles on a longer term basis which should increase the number of applications due to the longevity of this. We will need to work through contractual arrangements as fixed term posts are offered on a 23 month basis initially through NHS and LCC.	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Louise Cresswell/ Public Health Sue Jones - Primary Care Lead	
Prevention SG	Work with primary care team to ensure early sign up to the initiative and a focus on addressing what support will be needed. Develop a comprehensive comms and engagement plan to support practices with required materials. Set up support networks and information sharing opportunities to support practices getting started.	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Louise Cresswell/ Public Health Sue Jones - Primary Care Lead	Reduce
Prevention SG	Detailed evaluation / monitoring plans will ensure there is an agreed focus on intended outcomes and monitoring of progress towards this. Project Steering Group will ensure oversight of progress at a regular basis. Regular review with YCR will also maintain focus and ensure appropriate actions are taken.	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Lucy Jackson/ Louise Cresswell - Public Health Leads - LCC	Avoid
Prevention SG/ LICS	This resource will be offered in addition to the CCG funded screening champions currently in place across the 50 most deprived practices. This level of resource will be proportionate to need in terms of hours allocated to each locality. This will be built into the evaluation of the project and will change as the project evolves. INitially we porpose to work with 3 deprived populatioesn and 1 x less deprived population	Louise Cresswell - Public Health Lead LCC	Lucy Jackson/ Louise Cresswell - Public Health Leads - LCC	Avoid
Prevention SG/ LICS	An exit strategy will be developed as part of the planning during year 3 of this project. The project will focus on ensuring good practice is embedded within day to day work where possible/ transfer of knowledge and upskilling.	Louise Cresswell - Public Health Lead LCC	Louise Cresswell - Public Health Lead LCC/ Lucy Jackson plus Lindsay Springall - Cancer Commissioning Manager	Manage

Prevention SG	Maintain ongoing discussions with NHS England WY Screening and Immunisations Team (SIT) and address areas of potential confusion in messaging. Ensure opportunities to use expertise of NHS Regional SITs are embedded within local action plans developed for each of the localities where appropriate. Discuss rewording/ title for the project with YCR.	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Louise Cresswell - Public Health Lead LCC/ Lucy Jackson plus Lindsay Springall - Cancer Commissioning Manager	Reduce
Prevention SG	Longevity of project will allow some flex in terms of start dates – however the sooner we are able to start to engage localities with the initiative the better – we have momentum now with the changing primary care landscape.	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Louise Cresswell - Public Health Lead LCC/ Lucy Jackson plus Lindsay Springall - Cancer Commissioning Manager	Mitigate
Prevention SG	Agree essential activities to be started and agree leads for each from within Prevention workstream and Macmillan Cancer Programme team in the interim	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Louise Cresswell - Public Health Lead LCC/ Lucy Jackson plus Lindsay Springall - Cancer Commissioning Manager	Reduce
Prevention SG	Ensure all options are explored and partners on board with proposed contracting and funding arrangements	Louise Cresswell - Public Health Lead LCC	Louise Cresswell - Public Health Lead LCC/ Lucy Jackson plus Lindsay Springall - Cancer Commissioning Manager	Reduce
Prevention SG	Work closely with Primary Care Teams/ Confed to ensure we maximise opportunities to raise profile of the project and see the benefits/ results of what we are achieving - ongoing monitoring of the project and take up	Joanna Bayton-Smith, Programme Manager - Leeds Cancer Programme	Louise Cresswell - Public Health Lead LCC/ Lucy Jackson plus Lindsay Springall - Cancer Commissioning Manager	Avoid

Action Due Date	Closed Date	Update
Mar-19		
Mar-19		Update Dec 2018 - Members meetings presentations re proopsal and to encourage engagement into work
Mar-19		Dec 2018 - Evaluation framework developed working with colleagues from YCR and across the city to ensure signed up to anticipated outcomes from the project
Mar-19		Dec 2018 - Need to ensure measures in place to monitor the impact that this work is having across the city
Mar-19		Dec 2018 - this project needs to ensure sustainability and due to the longevity there will be opportunities to influence and make changes within communities that are longer standing beyond the end of the project - sustainability plan to be developed working with YCR

Mar-19		
Mar-19		
Feb-19		
Mar-19		
Sep-19		