

STAR-TRAK RISK REGISTER													
Description				Measures						Status and review			
Risk ID Code	Risk	Risk Description	Risk Owner	Gross risk		Control Measures Employed	Net Risk		Comments / Further Actions Required / Contingency Plan - including deadline dates	Last Review Date	Next Review Date	Current Status	Overall indicator
				Likelihood (1,2,3,4,5)	Impact (1,2,3,4,5)		Likelihood (1,2,3,4,5)	Impact (1,2,3,4,5)					
STAR001	Failure to retain key project staff during lifetime of project	Failure to retain key project staff will result in slippage against schedule; lower quality of project organisation, workshop facilitation and of project outputs	Project Manager	1	4	Team members have committed the prescribed time to this project. Institutional commitment resulting in any personnel leaving being replaced.	1	3	-	24/02/2011	24/03/2011	Unchanged	↔
STAR002	IT Resources	Not enough IT staff available due to priority of in-house needs	Project Manager	3	5	We have an IT framework agreement with Fulcrum Worldwide, who have over 750 IT employees. They will undertake the software development. Our in-house team will manage the target infrastructure and VPN access – these are already in place	2	5	-	24/02/2011	24/03/2011	Unchanged	↔
STAR003	User engagement	Lack of engagement in pilot from staff and students due to period of pilot (exam time)	Project Manager	3	3	This risk is accepted to some extent as the pilot period allows us to plan for full scale use of the application from the start of the next academic year. Continue to court strong senior academic and management support	3	3	-	24/02/2011	24/03/2011	Unchanged	↔
STAR004	Partner engagement	Lack of engagement by TVU due to their own work pressures	Project Manager	3	1	Continue to build on our strong relationships with TVU, developed through the JISC FSD programme	2	1	-	24/02/2011	24/03/2011	Unchanged	↔
STAR005	Scope	Scope is over-ambitious and complex resulting in lack of engagement by all stakeholders	Project Manager	3	3	Base application already implemented at TVU; project team up to speed with objectives and functionality due to work on current STAR-Trak	2	3	-	24/02/2011	24/03/2011	Unchanged	↔
STAR006	Failure of partners to deliver	Lack of technical support from TVU / Failure of Fulcrum to deliver to specification and/or time	Project Manager	2	3	TVU committed to support as part of their JISC project. For fulcrum, this is one project within Framework Agreement (see above). The risk for them is losing that Agreement and their reputation in the sector	1	2	-	24/02/2011	24/03/2011	Unchanged	↔
STAR007	Demand from community	There is wide and immediate demand for STAR-Trak:NG from the community, resulting in too much demand on project resources	Project Manager	3	3	Guidance from OSS-Watch; use of open standards (REST and SOAP); use of SQA and OSMM guidelines	2	3	-	24/02/2011	24/03/2011	Unchanged	↔