

## Swindon and Wiltshire Local Enterprise Partnership

### 1. Introduction

The JSEC have requested a summary of the SWLEP risk management procedure.

### 2. SWLEP

The SWLEP risk register has been supplied with this paper. This captures all risks identified by the SWLEP Delivery Performance Team (DPT) which meets every fortnight and comprises the SWLEP Programme Manager, and a Programme Manager from each UA. The risk register is reviewed at every other meeting.

Both high level risks and project specific risks are considered and analysed as per the guidance notes accompanying the risk register.

Mitigating actions are identified and monitored.

The risk register is also periodically reviewed between the SWLEP Programme Manager and the BIS Local Representative at their regular meetings.

### 3. Summary/Recommendation

JSEC Members are invited to comment on the SWLEP Risk Management process.

**Ian Durston, SWLEP Programme Manager**