

Appendix 2 Risk Assessment

Risk ID	Risk					Likelihood	Impact	Overall risk	Date Risk Reviewed
Category-000-Service Area Code	Cause	Consequence	Risk Owner	Action Owner	Mitigating Action	1 to 5	1 to 5		
ECO-001	ECO funding not available for works	Works to be carried out severely limited	Oxford City Council	Debbie Haynes	<b>Re-evaluate funding scenario with multiple energy companies</b>	2	4	8	28/05/2014
ECO-002	Presence of asbestos	Additional project cost	Oxford City Council	Jon Gould/ Martin Shaw	Asbestos surveys to be carried out, check	3	2	6	28/05/2014
ECO -003	Complexity of system builds threatens funding	Additional project cost	Oxford City Council	Nigel Archer	Surveying of properties as necessary to provide accurate data for energy companies	5	2	10	28/05/2014
ECO -004	Planning submission unsuccessful	Delay to start on site	Oxford City Council	Nigel Archer	Ongoing discussions with Planning officers. Presentation of information to pre-planning meeting	2	4	8	28/05/2014
ECO -005	Lack of availability of project team	Costs and delays to on site start	Oxford City Council	Debbie Haynes	Regular contact, minuting and diarising of meetings	3	4	12	28/05/2014
ECO-006	Lack of access due to poor involvement of residents	Objection to work, lack of access to undertake surveys and works and negative press	Oxford City Council	Simon Warde	Project group meetings to determine communications plan and tenant liaison for key milestones	2	3	6	28/05/2014

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Category-000-Service Area Code	Cause	Consequence	Risk Owner	Action Owner	Mitigating Action	1 to 5	1 to 5		
ECO-006	Lack of available funding from Council	Works to be carried out limited	Oxford City Council	Stephen Clarke	Carefully estimating of required funding and CEB report	2	4	8	28/05/2014
ECO-007	Contractor tender return prices high/poor funding available	Works to be carried out are limited	Oxford City Council	Debbie Haynes	Ongoing conversations with energy companies to indicate potential prices. Check contracts etc	3	3	9	28/05/2014
ECO-008	Poor contractor performance	Cost overruns, delay in completion of works and /or poor quality works	British Gas	Nigel Archer/Debbie Haynes	Clerk of Works on site to monitor quality and timeframes.	3	3	9	28/05/2014
ECO-009	Lack of availability of local supply chain/long lead in times	Delay in completion of works and possible cost overruns	British Gas	Nigel Archer	Early conversations with main contractor and requests for details of local contractors	2	3	6	28/05/2014
ECO-010	Other contractors working on site at same time	Delay in progress and confusion for tenants and workers	Oxford City Council	Nigel Archer/Debbie Haynes	Associated works to be included in contract	2	3	6	28/05/2014

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ECO-11	Weather too poor to work	Delays and possible costs	British Gas	Debbie Haynes	Avoid winter for on site work if possible	2	3	6	28/05/2014
ECO-11	Inadequate project management	Impact on cost, quality and/or timeframe of work	Oxford City Council	Debbie Haynes	Evaluate level of resource required & regular meetings of project teams with progress evaluations against timeframes	3	4	12	28/05/2014

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**Risk Scoring Matrix**

Amber Risk Threshold: 8

Red Risk Threshold: 16

Note: All risks below the Amber threshold are classified as Green. If a risk score is equal to or greater than the threshold entered, a risk will be classified as Amber or Red respectively.

Likelihood Score	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5
	1	2	3	4	5

**Highest Impact Score**

Note: The Overall Risk Score (in this workbook) is calculated by multiplying the Likelihood Score (out of 5) by the Highest Impact Score (out of 5)