

East Oxford Community Centre - Redevelopment /Modernisation Project

Risk Register

01 October 2017

Risk ID	Date Raised	Risk Category	Description of the Risk	Current Gross Risk Rating			Mitigating Actions	Action Due Dates	Action owner	Residual Risk Rating			Status (Open / Closed)	Date of last update
				P	I	Score				P	I	Score		

NOT FOR PUBLICATION - this appendix is exempt from publication by virtue of paragraph 5 of Part 1 of Schedule 12A of the Local Government Act as it is information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

	14-May-16		TIGHT BUDGET REGARDS PROJECT OBJECTIVES/ BENEFITS e.g £2.3m budget could compromise project objectives, 'once in a lifetime' opportunity to get an optimum scheme.	3	3	9	Mitigated by seeking external funding and further feasibility work Aug 2017 which achieved identification of more project budget to enable a better scheme, greater project benefits achieved. Continued exploration of further funds.	Ongoing	Vicky Trietline	2	3	6	Open	05-Oct-17
	15-May-15		LOSS OF COUNCIL BUDGET TO OTHER PRIORITIES 1/ Feasibility stage protracted - loss as other council priorities take precedence 2/ Unitary plans for Oxfordshire could cause delay / change of priorities	3	3	9	Risk should reduce if we get approval to proceed CEB Nov 2017. Otherwise stakeholders awareness of this risk to be maintained and should decrease as project progresses.	Ongoing	Ian Brooke	2	4	8	Open	05-Oct-17
	01-May-16		PLANNING / VALUES RISK - land values supporting the project budget could be reduced if planning constraints means significant scheme adjustments.	3	3	9	Review land values in context of any planning driven scheme adjustments, and seek to maintain sufficient budget to enable scheme to progress.	Oct - March 2018	Vicky Trietline	3	3	9	Open	05-Oct-17
	01-Feb-17		RISK OF NOT SECURING EXTERNAL FUNDING	3	3	9	No evidence of external funding by 1 Aug 2017. Keep watching brief on additional/ smaller funding. Better prospects on basis of enhanced scheme of Aug 2017 ? - Euton to review .	Oct - March 2018	Euton Daley	3	2	6	Open	05-Oct-17
	01-May-17		TOWN PLANNING - early stage of project inherently means some planning risk, until detailed pre/app discussions can progress on a settled concept	3	4	12	Early informal planning meeting (Sept 17). Risk reflected in reporting and future strategy. Design work and pre-application process to reduce this planning risk as soon as possible.	July 17- March 18	Vicky Trietline	3	3	9	Open	05-Oct-17
	01-Nov-16		UNKNOWN DEVELOPMENT OBSTACLES - discovery of unknown costs, site constraints, buried services,etc	3	3	9	Site surveys / legal investigation already commenced and will be prioritised (cost/ benefit basis) regards expenditure to determine any site constraints, and their implications.	April 17 - Ongoing	Vicky Trietline	3	3	9	Open	05-Oct-17
	01-May-17		NEGATIVE PRESS/ MEDIA - if significant lack of progress, unpopular schemes etc	3	3	9	Keep lines of communication active,regular updates and bi monthly newsletter. Regular Ref Gp meetngs and keystoneholder mtgs.	Ongoing	Vicky Trietline / Tom Jennings	3	3	9	Open	05-Oct-17
	01-May-17		TIME DELAY/ COSTS INCREASE - project budget becomes insufficient to deliver Option 3 or an Enhanced Scheme.	3	4	12	Periodic refresh of project budget - to cover costs and values, build,inflation etc. Careful stakeholder management in design process. Keep 'on programme'. Careful contractual control on costs.	Ongoing	VickyTrietline	3	3	9	Open	05-Oct-17
	01-Sep-17		POLITICAL ISSUES - causing delay / discontent	3	3	9	Importance placed on stakeholder engagement at early stages - both internal to OCC and external. Clarity on projects benefits, and rationale behind the schemes. Options identification and analysis process.	Ongoing	Ian Brooke	3	3	9	Open	05-Oct-17
	20-Jun-16		DECANT LOGISTICS - relocation/decant tenants/ hirers during build programme. Suitable temporary premises.	4	4	16	Determine logisitics/ decant strategy to be determined post CEB decision.	Nov 2017 ongoing	Hagan Lewsiman	3	3	9	Open	05-Oct-17
	20-Jun-16		PROCUREMENT ROUTE - risk, pros and cons to be clarified for the various routes and options -to ensure optimum approach	3	3	9	Proect development team advsising on est route to fit a combined community and residential develoment scheme	Oct - Dec 2017	Vicky Trietline	2	3	6	Open	05-Oct-17
	20-Jun-16		MARKET RISK : market change, lower values on residential plots than advised at feasibility stage. Means project budget cannot be fully repaid.	3	4	12	Regular refresh of values/ market - ongoing. Seek to optimise schemes within planning constraints, allow contingency. Consider OCC Housing Co approach and developer approach. Make all aware	Ongoing	Vicky Trietline	3	3	9	Open	05-Oct-17
	20-Jun-16		DELAY- caused by planning issues/ OCC approval/ stakeholders etc. Could increase costs, lose budget, poor morale/ energy of team/ stakeholders.	3	3	9	Comprehensive project programme/ pre-empting tasks -ensure strong PM skills, external and internal.	Ongoing	Vicky Trietline	3	2	6	Open	05-Oct-17

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	24-Oct-16		TENANCIES - need to discuss provisions beyond lease expiry in 2018, and future provisions in any new facility	3	3	9	Internal liason with legal team regards current tenures, and future lega/tenancy structures	Review Dec 2017	Vicky Trietline	2	3	6	Open	05-Oct-17
	Oct-16		WIDER OPPORTUNITES MISSED - to improve scheme	3	3	9	Review adjacent land possibilities and nearby sites / procurement strategy/ modular build concepts. Need to ensure nearby sites position is 'refreshed' before Nov 2017 to ensure any benefit for EOCC project is built in before detialed design process - where possible.	Ongoing - 'refresh' Oct/ Nov 2017- before detailed design starts	Ian Brooke / Vicky Trietline	3	3	9	Open	05-Oct-17