

Appendix 1

Appendix 1 Risk Register: Oxford Sports Park Assignment of Lease

					Date Raised	Owner	Gross		Current		Residual		Comments	Controls				
Title	Risk description	Opp/threat	Cause	Consequence			I	P	I	P	I	P		Control description	Due date	Status	Progress %	Action Owner
001	Loss or reduction in community use	T	OUGC change ownership, there are staff changes, or their priorities change	No access or reduced access to the site for community clubs	30.08.19	IB	3	4	3	3	3	3		Community Use Agreement in place - regular stakeholder meetings - clause in lease	Oct 2019		50	HL
002	Variety of sports provided is reduced	T	Facilities such as cricket pitches are replaced by football pitches	Loss of facilities, decreased variety of community use and reputational damage with governing bodies	30.08.09	IB	4	3	3	3	3	3		Insert appropriate clauses within lease that would require penalty costs or replacement of facilities elsewhere	Oct 2019		50	HL/PB
003	Satisfactory repayment of the bond	T	The responsibility for repayment of the bond is made unclear due to the changes with management and leases	It takes much longer for the Council to draw back the financial bond	30.08.19	IB	4	2	4	2	4	2		Ensure the bond is drawn down before lease changes in October, or ensure legal agreement is in place with Fusion.	Oct 2019		50	HL/EB

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004	Club leave site	T	OUFC have previously indicated that they have looked at different options for training grounds.	OCC would need to take over the management of the site	30.08.19	IB	4	3	4	2	2	2		Long term agreement in place with specific timescales for break clauses to give sufficient time to forward plan in case of senior management change. Long term usage plans to be agreed by both parties.	Oct 2019		50	HL
005	Redundant items on site (Cricket nets)	T	If there was more of a move towards solely football activities at the site the cricket nets could become redundant and would not be maintain	Cricket nets not maintained and create a future hazard on site	30.08.19	IB								Formally agree with OUFC over management of all existing items on site and put in place management agreement.	Oct 2019		50	HL
006	Potential for cost to impact potential users of the site	T	OUFC price grassroots users out of using the facility	No grassroots team usage at site	30.08.19	IB								Usage plan to have agreed set costs for individual facilities including availability of specific facilities	Oct 2019		50	HL

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007	Future growth and development of OUFC	T	Plans for expansion of academy may lead to further requests for support to develop site.	Council are asked to support funding of upgrades to site	30.08.19	IB										Usage plan to include long term planning. Formal agreement to set out all details of site via a conditon survey	Oct 2019		50	HL
008	OUFC desire for further developments on the site	T	Ball stop fencing	Council are asked to install ball stop fencing or other items prior to handover	30.08.19	IB										Formal agreement to set out all details of site via conditon survey	Oct 2019		50	HL
009	OCC being unable to utilise the site	T	Pricing or operational reasons may restrict usage of site	OCC cannot hold any sessions at the site	30.08.19	IB										Strong and robust usage plan in place with key targets and defaults if targets not met	Oct 2019		50	HL
010	Financial	T	Financial management of the club as well as changes to the income streams for the club could lead to changes in delivery on site.	changes in delivery on site	30.08.19	IB										Seek business plan from the club and financial checks. Usage plan to include long term planning. Ongoing management and governance to be part of proposal to include details of income and expenditure for site.	Oct 2019		50	HL

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011	Management of site	T	Ongoing management of the site during negotiations - how will the site be managed while discussions are ongoing	Current bookings are not honored or issues arise	30.08.19	IB										Ensure ongoing management by Fusion is being undertaken as part of the contract and agreed with OCC and OUFC	Oct 2019		50	HL
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