

Appendix 1: Risk Register

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Title	Risk description	Opp/ threat	Cause	Consequence	Date Raised	Owner	Insights						Comments	Controls				
							I	P	I	P	I	P		Control description	Due date	Status	Progress %	Action Owner
Breaching Legislation	Contractor fails to adhere to Health & Safety regulations for example working from heights	T	Inadequate employee training or negligence and not providing full risk assessments and method statements	Serious Health and safety risk	16/03/23	Bill Chamberlain	3	5	3	4	3	4		There are pass / fail compliance and accreditation questions contained in the tender documentation. Rigorous contract management and monitoring are essential. Contractors must meet competence requirements	01/10/23		50%	
Budget	Greater budgetary cost where unidentified works revealed during the contract repairs and more expense being identified	O	Unidentified property areas requiring fire and safety equipment and large building coming into the portfolio with complex fire safety systems	Greater increase in budget requirement	20/03/23	Bill Chamberlain	4	3	3	3	3	3		To allow a additional 15% cost onto budget for unforeseen works.	01/10/23		50%	
Programme	During programme of works failing to identify new sites and delaying coming onto the programme	O	Poor communication with other services, requirement for central information.	Requirement to continue to check legislation and proerty register and also ensuring available access.	22/02/23	Bill Chamberlain	2	3	3	3	3	2		Ensuring the new build property information is stored on QL	01/10/23		50%	
Repair works and Maintenance	Not having the required repalcemmnt stock, or the availability of skilled work force	T	Delays regulatory inspection dates and updating system	Competant personel overssing the contract and linking to OCC QL data	20/03/23	Bill Chamberlain	4	5	3	4	4	3		Include in contract can access on protected site QL info and be able to update specifcation detail for competant personel	01/10/23		50%	

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