

Appendix E – Risk Register (Southside Public Realm Improvement Scheme)

Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1.	Programme over run so not complete ahead of CWG	Programme design will include contingency but also allow for works to be halted at suitable points until after the CWG if delays mean that over run is likely. Works to be phased pre and post games.	Low	High	Tolerable	The scope of work will be continuously reviewed to meet timescales in place when leading up to the CWG.
2.	Disruption to road users during the construction stage	Careful planning, phasing and consideration to be made of the construction programme to ensure disruption is kept to a minimum. The Contractor is to work with the Project Manager and Traffic Management Services to further investigate traffic management controls to implement the works with least overall impact to users. Members of the public to be informed prior to start of works of the likely disruption, the diversion routes and advised to use other modes of transport.	Medium	Medium	Tolerable	Ongoing
3.	Objections of the scheme being received as a result of the advertisement of the Traffic Regulations Orders (TRO)	Detailed stakeholder management plan produced to ensure the Southside BID are involved throughout the scheme development to alleviate concerns surrounding the TRO implementation. Proposed	Medium	High	Tolerable	Consultation Ongoing. Project team to work with objectors to address their concerns and seek to remove their objection. Present any remaining objection to decision maker with a rebuttal.

		TROs shown on consultation plans.				
4.	Design changes leading to increased construction cost	A robust design has been outlined for the tender process to adhere to, while a build contract will be utilised.	Low	Low	Tolerable	Ongoing
5.	Costs overrun due to unknown factors emerging during construction	A contingency has been applied to elements of the work during the detail design to reflect risk.	Low	Medium	Tolerable	Maintain risk and contingency provision held against the project. The project team is planning to engage with the contractor through early contractor involvement and work collaboratively to find the most cost effective solution.
6.	Impact of disruption due to local businesses during works implementation	Development of consultation and stakeholder plan to ensure good communication between the council contractor and business; visitors and other stakeholders.	Medium	Low	Tolerable	Ensure adherence to key performance indicators by contractors to minimise disruption.
7.	Delays to statutory undertakers diversion works	Current C3 costs obtained from utility companies to ensure correct assumptions made. Majority C4 costs obtained, indicative C4 cost obtained for those awaiting confirmations.	Medium	Medium	Tolerable	Ongoing
8.	Lead time of specified granite materials from China being longer than usual (Chinese New Year, COVID19), Brexit affecting supply from Europe.	Close liaison with suppliers. Early placement of key orders. Alternatives identified.	Medium	Medium	Tolerable	Ongoing
9.	Covid-19 affects human resource availability and productivity	Social distancing on site. Ensure facilities are sanitised on a regular basis.	Medium	Medium	Tolerable	Ongoing

Measures of likelihood/ Impact:

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long-term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.