

Date 09/04/21  
 Revision 1 - for discussion

1	Least probable / severe	1 - 3
2		4 - 6
3	Most probable / severe	7 - 9

1	Least probable / severe	1 - 3
2		4 - 6
3	Most probable / severe	7 - 9

REF #	DATE IDENTIFIED	RISK DESCRIPTION	RIBA STAGE TO RESOLVE RISK	OWNER	POTENTIAL EFFECTS	RISK RATING			MITIGATION STRATEGY / ACTION	OWNER	POST MITIGATION RISK RATING			DATE LAST UPDATED	LIKELY COSTS
						PROBABILITY (1/2/3)	SEVERITY (1/2/3)	IMPACT SCORE (1 - 9)			PROBABILITY (1/2/3)	SEVERITY (1/2/3)	IMPACT SCORE (1 - 9)		
<b>Strategic Key Risks</b>															
1		Design brief change or amendment to the business plan.	2	EFDC	Delay		2	3	6	JD to ensure project is properly defined from the outset, ensuring stakeholder buy-in before moving on to stage 2. Ensure next steps are also set out.	JD	1	2	2	
2		Enhanced design options requested by residents as part of regen consultation. Eg. Should residents wish to see more than a MUGA/Outdoor gym etc.	2-3	Consultant	Cost Delay Planning		3	3	9	Design Development Value Management Allow time for planning application, and for informed decisions to be made supported by cost information.		1	1	1	
3		Design programme condensed.	2-4	EFDC	Quality Delay		3	3	9	Programme to allow sufficient time for design to be co-ordinated and tender documentation to be prepared		1	1	1	
4		Internal stakeholder approvals process	2	EFDC	Delay		3	3	9	Programme to allow sufficient time for internal approval to monitor progress and chase parties for sign off in accordance with programmed dates		2	2	4	
5		Changes in key personnel	ALL	ALL	Delay		2	3	6	Personnel change may not be avoided but can be managed by the professional team to ensure that all documentation is accessible to all.		1	1	1	
6		Change control post contract	ALL	Consultant	Delay Cost		2	2	4	Maintain a robust change control procedure.		3	1	3	
7		Delays in entering into construction contracts	3	ALL	Delay Legal Cost		3	3	9	PM to ensure contract amendments are provided to consultant and included within tender documents and agreed prior to tender returns to avoid protracted negotiations. Workshop with legal team prior to issue of SoA's.		1	3	3	
8		Non-performance of contractors	3	EFDC/Consultant	Delay		2	3	6	Use of KPI's Use of liquidated damages Framework arrangement with contractors Regular principals meetings / 360 reviews		2	1	2	
9		Non-performance of design team	3	EFDC	Delay Cost		2	3	6	PM to ensure appointments are structured to provide for suspension / termination for non-performance KPI's used to monitor performance Regular meetings/360 Reviews		1	1	1	
10		Covid 19 / Pandemic causing unexpected restrictions on site operations	ALL	Contractor	Delay		2	3	6	Safe working procedures to be implemented by contractor. EFDC/Consultant to draft suitable clauses within contract documents to ensure force majeure risk is shared in terms time but not a financial risk		1	2	2	
11		Brexit	ALL	ALL	Delay Cost		2	2	4	Construction documentation to contain clauses to ensure this risk is managed by the contractor. Ensure 6 month tender acceptance period to allow for cost certainty. Team to review ongoing impact to collectively mitigate risk		1	2	2	
12		Quality of works not aligned with market pricing	5	Contractor	Quality Cost		2	2	4	Benchmarking samples to be introduced and continually reviewed throughout the course of the project		1	1	1	
13		Occupational tenant (LQ) leases impacting works remit	ALL	EFDC	Delay		3	3	9	PM and management team to ensure LQ are aligned to the proposed major works strategy at an early stage.		2	3	6	
14		Funding requirements	3	EFDC	Delay		2	2	4	EFDC to identify the source of funding to project team. Budget will need to cover design, construction and construction administration.		1	2	2	
15		Planning permission requirements and consultation periods	2	EFDC/Consultant	Delay		2	3	6	Works to be sequenced to mitigate the reliance of planning permission and the impacts to the critical path. Consultation with residents to be undertaken early on.		1	2	2	
16		Political risk - local PURDAH	ALL	EFDC	Delay		1	3	3	Project to work in close liaison with local Cllrs and internal Communications department		1	1	1	