

BROUGH OF POOLE

Hillbourne Primary School

DRAFT RISK REGISTER REV 01 - 23rd August 2018

CLOSED

Risk No	Short Risk Title	Description	Risk Cause	Risk Effect and Impact	Risk Filters		Mitigation Manager	Qualitative Pre-mitigation Risk Position				Prob. %	Quantitative Pre-Mitigation Impact - Cost			Risk Status Open/ Closed
					Category	Level		Prob.	Impact Cost	Impact Time	Impact Perf		Min Cost £	Most Likely Cost £	Max Cost £	
Risk 1	Design Changes	Overall area of the building changes as a result of change of personality, resource, head teacher.	This could be a change of personnel and could impact the design layout.	This could be significant to the design of the building and subsequent cost implications.	Design	Project	Architect	M	L	M	L	35%	25,000.00	50,000.00	200,000.00	Open
Risk 2	Planning - negative pre-app response	The pre-application response was negative and requires a redesign of the scheme.	Assessment of the planning application.	Assessment of the planning application.	Design	Project	Architect	M	L	M	M	35%	60,000.00	100,000.00	150,000.00	Open
Risk 3	Stakeholder Engagement	Stakeholder engagement and external stakeholder engagement issues.	External stakeholders object to the proposals regarding the scheme.	This could have a major impact and require significant redesign. Controversy regarding the redevelopment of the site.	Stakeholder	Project	Architect	M	L	M	M	40%	10,000.00	40,000.00	100,000.00	Open
Risk 4	Section 77	Issues associated to the disposal of the site.	The disposal of the playing fields and potential issues associated to Sport England. This could be major regarding legislative disposal of the site.	This could delay the project and cause disruption to the proposals and negate the potential sale of the land for residential and financial contribution.	Commercial	Project	Architect	M	H	VH	VH	40%	40,000.00	100,000.00	140,000.00	Open
Risk 5	Cost Parameters / Cost Per SQM	Cost per sqm is insufficient to deliver the proposals and expectations of the school.	This relates to the budget figures that are commonplace with the ESFA and market place. Any increase to the figures would have to be considered appropriately.	The effect could be that the project cannot be delivered within the timescale and budget for the client. This may require value engineering and reduction in the quality of the product. Appropriate assessment and sourcing of cost comparisons needs to be undertaken.	Commercial	Project	Architect	L	H	H	H	11%	80,000.00	160,000.00	320,000.00	Open
Risk 6	Modular Scheme	The delivery of the project not meeting expectations as a result of the modular design (Ocean Academy factor). Build quality, design proposals for ventilation, building environment and services not meeting the school's aspirations.	Lack of attention to the design during the construction phase; loss of control of the design to the modular designers; loss of control of the overall design implications as part of a D&B / Framework construction.	Long-term problems with ventilation and temperature control within the building, this relates to issues with the management and use of the building.	Stakeholder	School	Architect	M	VL	VL	M	40%	5,000.00	5,000.00	10,000.00	Open
Risk 7	Procurement Selection	Traditional / Design and Build / Contractor Design and Build versus novation of Design Team. The procurement selection could have an impact on quality, delivery and lack of control over the design. This could be mitigated by the preparation of detailed construction drawings and preparation up front. Novation of the client team to the contractor will also ensure delivery of the aspirations and objectives as part of a D&B contract.	Modular framework tends to handover all of the design work to the contractor without any continuity of design. Close work and technical assessment would need to be undertaken, including the employment of a Design Technical Advisor.	Lack of quality and control over the proposals, potential cost problems and programme problems, disappointment for the school in terms of delivery of the scheme.	Design	Project	Architect	M	M	M	M	35%	50,000.00	75,000.00	100,000.00	Open
Risk 8	Specification Defects	Lack of detailing for specification and consideration of durability, lifecycle costing and long-term management.	Lack of attention to the Outline Specification, insufficient time allocated to the preparation of the specification. Inappropriate consideration of materials and lack of timescale allocated to the appropriate testing of the building services, structural specification. Tender procedure is not detailed enough to ensure that the processes and procedures are covered.	At the Tender stage, inappropriate assessment of the specification provided by the contractor, insufficient time allocated to the Tender assessment process. Value engineering and expectations of costs impacted.	Design	Project	Architect	L	L	L	M	20%	10,000.00	15,000.00	50,000.00	Open
Risk 9	FF&E / ICT Installation	Lack of time given to the development of FF&E and ICT installation.	This could be due to a lack of appropriate resource to test the FF&E requirements, including any legacy furniture. Time needs to be allocated by the whole team to assess the FF&E and provisions. Budgets inappropriate for the provision of the required FF&E. Lack of an ICT Advisor to ensure that the strategy for the IT infrastructure and software is appropriate for the school delivery.	Lack of furniture for the school, inappropriate furniture for the school, durability of the furniture for the school, budget impact. ICT - lack of consideration of future proofing and long-term aspirations of the school for the operation of the facilities.	Design	School	Architect	M	M	M	M	20%	35,000.00	40,000.00	60,000.00	Open
Risk 10	Gas protection	Surveys revealing gas and subsequent monitoring on site.	Existing ground conditions identify the existence of gas below ground level, which requires monitoring.	The effect of the gas requires specific specification for membranes to be included below the ground floor slab. This needs to be incorporated at an early stage and included within the budget.	Commercial	Project	Architect	M	VL	VL	VL	35%	10,000.00	30,000.00	40,000.00	Open

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Risk 11	ESFA	Involvement of the ESFA at a late stage of the project.	The ESFA may become interested in the project as a result of a funding shortage. This could have a major impact in terms of timescales and approval procedures. The ESFA could request a Feasibility Study to be undertaken.	The team have worked on the basis of the preparation of these proposals in line with ESFA guidelines for feasibility reporting, this includes standard format, outline specification and development proposals. It is critical to ensure that all formats of reports and feasibility study are compatible with the ESFA.	0	0	Architect	L	L	H	H	15%	70,000.00	70,000.00	160,000.00	Open
Risk 12	Design Creep	Client request for changes to scheme, which have not been included as part of the feasibility study.	This could include building changes, pre-school changes, play areas.	This could have a significant impact on the budget and programme.	Commercial	Project	Architect	L	M	M	M	15%	60,000.00	100,000.00	190,000.00	Open
Risk 13	Surveys Incomplete and Inaccurate	All surveys that have been undertaken are incomplete or inaccurate, thereby creating problems to the design criteria. This may include utilities, foundation design, soft spots, ecology, archaeology and transportation.	0	This could have a significant impact to timescale and cost for redesign.	Design	Project	Architect	L	M	M	M	11%	60,000.00	130,000.00	260,000.00	Open
Risk 14	Delays in Planning Permission	There is a risk that delays in Planning permission over the time allowed for delay the works	0	Planning permission not granted and cancellation of the project; re-design with associated costs; additional decant costs	Planning	Project	Architect	M	L	L	L	40%	10,000.00	40,000.00	100,000.00	Open
Risk 15	Record Information	There is a risk that existing record information is inadequate	0	Additional time on site; discoveries of unknowns on site; additional design work	Design	Project	Architect	L	L	L	L	15%	10,000.00	20,000.00	30,000.00	Open
Risk 16	There is a risk that the existing utility provision on the site does not have capacity for the additional load imposed by the project	0	0	Stage 2 - Concept Design	Project	Project	Lack of Utility Capacity	VL	L	L	L	10%	50,000.00	100,000.00	150,000.00	Open
Risk 17	Poor Condition of Existing Utilities	There is a risk that the existing utilities on the site are in poor condition (gas, water, drainage, electricity, fire main)	0	Additional costs to upgrade; failure during commissioning; unable to connect to existing; extended diversions to get supply from suitable position	Design	Project	Services Engineer	VL	VL	VL	VL	10%	10,000.00	20,000.00	30,000.00	Open
Risk 18	Extent of asbestos	There is a risk of discovering unknown asbestos in buildings to be demolished	1. 2. 3.	Downtime on site for investigation; possible HSE involvement; additional cost and time for disposal; additional prelims	Environmental	Project	Architect	M	L	M	M	31%	15,000.00	25,000.00	40,000.00	Open
Risk 19	Contaminated Ground	There is a risk that unknown and unidentified contaminated ground is unearthed	0	Additional costs to dispose of contaminated material; downtime and additional prelims	Environmental	Project	Civil Engineer	L	M	L	L	15%	1,000.00	10,000.00	250,000.00	Open
Risk 20	Unforeseen Below Ground Services	There is a risk of discovering unforeseen existing services during excavations	0	Additional costs to divert, remove or lower services; downtime and additional prelims; easements required	Design	Project	Architect	L	L	L	L	11%	5,000.00	10,000.00	50,000.00	Open
Risk 21	Unknown Ground Conditions	There is a risk that the existing ground conditions are not as previously envisaged	0	Additional design costs; additional costs for increased foundation construction; delays and prelims costs to the works	Design	Project	Civil Engineer	L	M	M	M	11%	50,000.00	185,000.00	225,000.00	Open
Risk 22	Ecological Works	There is a risk that unknown ecological works will effect the works	0	Delays to investigate ecological issues; additional mitigation works; additional design, prelims costs	Environmental	Project	Architect	L	L	L	L	15%	1,500.00	10,000.00	75,000.00	Open
Risk 23	Transport Mitigation Strategy	There is a risk that the current transport mitigation strategy is not sufficient	0	Additional design, additional cost and time	Planning	Project	Highways Engineer	L	M	L	L	15%	15,000.00	60,000.00	100,000.00	Open
Risk 24	Delay in completion	There is a risk that due to construction programme slippage the school cannot decant into the new building	0	Continued running of the existing building	Programme	Project	Architect	M	H	M	H	35%	15,000.00	55,000.00	110,000.00	Open

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Risk 25	Site Logistics	There is a risk of complex site logistics effect the delivery of works and education	0	Additional prelims; design, cost and time	Design	Project	Project Manager	L	L	L	L	40%	15,000.00	30,000.00	55,000.00	Open
Risk 26	Potential Flooding / High water table	There is a risk that potential flooding on site may effect the scope of works	0	Change of scope; design	Environmental	Project	Civil Engineer	L	L	L	L	20%	15,000.00	30,000.00	55,000.00	Open
Risk 27	Archaeological Discoveries	There is a risk that potential archaeological discoveries delay the works	0	Watching brief; delays to the project	Environmental	Project	Civil Engineer	L	M	H	H	25%	5,000.00	10,000.00	100,000.00	Open
Risk 28	Unexploded Ordnance	There is a risk that unexploded ordnance is discovered during excavations	0	Delays whilst on site; additional costs	Site Specific	Project	Architect	L	L	H	L	25%	15,000.00	30,000.00	55,000.00	Open
Risk 29	BREEAM Excellent Requirements	There is a risk that additional BREEAM requirements over and above the current allowances	0	Additional costs and time delay	Design	Project	Architect	M	M	L	M	40%	15,000.00	50,000.00	100,000.00	Open
Risk 30	Tree Protection Orders	There is a risk that Tree Protection Orders effect the designed scope of work	0	Redesign; alternative locations to be investigated	Environmental	Project	Architect	M	M	M	L	35%	2,000.00	10,000.00	50,000.00	Open
Risk 31	Inflation	There is a risk that the inflation allowances are inadequate	0	Additional costs	Financial	Project	Quantity Surveyor	L	M	M	M	25%	30,000.00	160,000.00	320,000.00	Open
Risk 32	Requirement for S278 Works	There is a risk that the existing access to the site may need changing and may require a S278 agreement	0	It would impact on the programme to agree the S278	Design	Project	Project Manager	L	M	M	M	25%	40,000.00	70,000.00	100,000.00	Open
Risk 33	Unrealistic Design Programme	Time allowed for design works is unrealistic	0	Delay in the programme	Design	Project	Project Manager	L	M	M	M	25%	5,000.00	10,000.00	40,000.00	Open
Risk 34	Restricted Working Hours or Sequencing	End user imposes unrealistic working hours or stops work	0	Delay in the programme and additional costs	Programme	Project	Project Manager	L	L	L	L	30%	10,000.00	15,000.00	55,000.00	Open
Risk 35	Ineffective handover procedures	End user has difficulties in arranging decant and operating the building	0	Delay in the programme and additional costs	Programme	Project	Project Manager	L	L	L	L	30%	10,000.00	15,000.00	55,000.00	Open
Risk 36	Effect of changes /variations on the construction programme	Post contract variations may cause a delay in the programme	0	Post contract variations may cause a delay in the programme	Programme	Programme	Client	M	M	M	M	45%	10,000.00	40,000.00	80,000.00	Open
Risk 37	Delays in decision making	Delays from the client / end user making decisions and signing off at required stages	0	Delay in the programme	Programme	0	Project Manager	L	L	M	M	15%	20,000.00	40,000.00	80,000.00	Open
Risk 38	Liquidation / Insolvency of the main contractor	Main contractor goes into liquidation or insolvency	0	Delay in the programme and cost of engaing a new contractor	Commercial	Project	Quantity Surveyor	L	VH	VH	VH	15%	200,000.00	300,000.00	850,000.00	Open
Risk 39	Post Contract Changes	Variations instructed post contract	0	Delay in the programme plus additional costs	Commercial	Project	Quantity Surveor	M	L	M	M	35%	110,000.00	200,000.00	410,000.00	Open

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								VL-VH	VL-VH	VL-VH	VL-VH					
Risk 40	Availability of Funds	There may be a shortfall in the funding for this project	0	Delay in the programme resulting in increased costs	Commercial	Project	Client	M	H	H	H	50%	40,000.00	60,000.00	100,000.00	Open
Risk 41	Statutory Undertakers Performance	There is a requirement to move the existing sub-station, the project is reliant upon the performance of the statutory provider	0	This could effect the construction programme	Programme	Project	Services Engineer	M	M	M	M	35%	20,000.00	40,000.00	120,000.00	Open