

Appendix 2 Risk assessment

Directorate: Development Services		Date of Assessment: 10 th September 2018		
Section: Technical Services		Assessment Team: Paul Walker/Darren Bell		
Assessment Activity / Area / Type: ACCOMMODATION PROJECT – PHASE 8 – TOWN HALL CAR PARK & EXTERNAL WORKS				
Do the hazards create a business continuity risk? Yes				
RISK DESCRIPTION	RISK SCORE (Likelihood x Impact)	RISK MITIGATION	RESIDUAL RISK SCORE (Likelihood x Impact)	RISK OWNER / RISK REGISTER
Maintaining safe access to the building during the works	5x3=15	Ensure the appointed contractor provides and maintains proper and safe access in line with the agreed method statement	5x2=10	J Rutter
Noise and disruption due to the nature of the works	5x3=15	Ensure the appointed contractor undertakes critical operations at agreed times. Work over the winter months should result in less noise to nearby buildings as a result of windows more likely being closed.	5x2=10	J Rutter
Loss of car parking spaces during the works	5x2=10	Relocate staff and councillor parking to North Promenade with limited temporary disabled provision retained on site	5x1=5	A. Loynd/J. Rutter
Unforeseen defects with associated costs	3x2=6	Contingency budget to deal with unforeseen works. Project management practices will be adopted and supervision to oversee the works	2x2=4	J Rutter

Inclement weather delays	3x2=6	Project management practices will be adopted and supervision to oversee the works	2x2=4	J Rutter
Works overrun	3x2=6	Project management practices will be adopted and supervision to oversee the works. Liquidated damages clause included in the contract to discourage delays.	2x2=4	J Rutter

Risk Likelihood

6 = Very High

5 = High

4 = Significant

3 = Low

2 = Very Low

1 = Almost impossible

Risk Impact

1= Negligible

2 = Marginal

3 = Critical

4 = Catastrophic

Multiply the likelihood by the impact and if the score is above 12 then mitigating action should be undertaken to reduce the risk. This action should be recorded and monitored in either a directorate or corporate risk register.