

Committee Risk Assessment Template

Directorate: Development Services		Date of Assessment: 09 <sup>th</sup> May 2018		
Section: Technical Services		Assessment Team: Jon Rutter		
Assessment Activity / Area / Type: Extension to Lytham Green – section 106 coastal path enhancements				
Do the hazards create a business continuity risk? No				
RISK DESCRIPTION	RISK SCORE (Likelihood x Impact)	RISK MITIGATION	RESIDUAL RISK SCORE (Likelihood x Impact)	RISK OWNER / RISK REGISTER
Increased maintenance implication for Fylde Borough Council.	5	<p>Although this scheme will increase maintainable assets such as handrails, benches and signage it is expected to have a minimal impact on the overall maintenance burden of the street furniture at present. The painting for both the bench and handrails will be easily incorporated within the existing programme of maintenance works.</p> <p>Inspections of the low tide route will be needed monthly after high tides to assess beach debris build up.</p> <p>Cost implications will be minimal but do need factoring when reviewing the coastal defence budget for FY19/20.</p>	2	FBC

RISK DESCRIPTION	RISK SCORE (Likelihood x Impact)	RISK MITIGATION	RESIDUAL RISK SCORE (Likelihood x Impact)	RISK OWNER / RISK REGISTER
Failure of contractor to deliver to specification	5	The work is to be implemented as a fixed price contract under the terms & conditions of the JCT Minor Works Contract. The Contract Administration is to be carried out by technical services team and all works to be completed as per design and specification.	2	FBC  Awarded contractor
Possibility of personal injury to the public during the construction period.	4	<p>All invited contractors will prepare and submit their Construction Stage Health &amp; Safety Plan as per their tender submission. The documentation will detail the safe operation of plant and machinery within the confines of each site and mitigation factors used whilst working in close proximity to members of the public:</p> <p>The Contractor will be using public paths to carry out works and expect machinery to traffic these areas. For this reason special control measures must be in exerted by the contractor and be robust enough to mitigate the mix of machinery and public.</p> <p>Areas of active construction will be fenced off and information provided about safety aspects of the construction site.</p>	4	FBC  Awarded contractor

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Continued.....		Insurances - the contractor will carry £5m Public Liability insurance, and £10m Employers Liability insurance.		
The improvement works fail to meet community or stakeholder aspirations.	3	The specification of works that will form the basis of the tender document will set out the requirements and the scope of works. This will be drafted using the conditions outlined in the planning requirement document 13/0001, Lytham coastal path enhancement proposals by Danbro & EDG properties Ltd and agreed schedule of works drafted by Fox planning consultancy.	2	FBC

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<p>Increased risks to the public as a result of the development.</p> <p>The low tide route itself is an informal footpath with undulations and boggy ground due to the tidal location, and presents possible trip hazards.</p> <p>Accumulation of beach debris</p>	3	<p>The signage and additional benches are not thought to increase any risk to the public.</p> <p>The footpath will require regular inspections for deterioration and accessibility now that this is to be used as a formal footpath albeit unpaved.</p> <p>The footpath will need to be inspected monthly after high tides to assess and remove the beach debris which accumulates along the eastern sea wall.</p>	4	FBC
Project not delivered on time and funding not utilised.	6	The work is to be implemented as a fixed price contract under a JCT Minor Works Contract; this allows penalties for the late completion of the works giving the Contractor incentives to perform to the agreed programme.	3	FBC

Continued.....		<p>The funding for this project is from section 106 monies in relation to planning document 13/0001 and must be drawn down and spent by October 2018.</p> <p>As an estimate 4 weeks should be allowed for these works.</p> <p>4 weeks should be allowed for the tender period.</p> <p>Therefore the latest the tender document can be sent out for bids is 01 August 2018. This still does not allow for contractor lead times for materials and labour.</p> <p>To allow for this an estimate tender document release date should be no later than 01 July 18.</p>		
Project overspend	4	<p>Technical services will monitor &amp; control costs. The contract sum is currently unknown, however the final contract sum must contain an element for contingencies and any extra works that deviate from the planning enhancement proposals must be sought from current council budgets.</p>	2	FBC

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.