

C1_LYDNEY CYCLING IMPROVEMENTS - FBC RISK REGISTER

New Ref	Date Added	Risk Description	IR Likelihood	IR Impact	IR Risk Score	Current controls in place	RR Likelihood	RR Impact	RR Risk Score	Direction of Travel	Risk Owner	Date Reviewed	Timescale	Latest Period Comments	Consequences	Risk Status	Further Actions Required	FA Due	Progress of FA	FA Owner
1. Strategic / Political / Policy																				
1.01	21/05/2018	Local GCC Member(s), councillors, affected stakeholders or public oppose scheme or alter scheme design / dilute benefits.	2	3	6	GCC PM provided update to Councillors. Meeting and email correspondence held with Lydney Town Council and Lydney Recreation Trust. Email invite to affected stakeholders to share event. Letter drop to properties fronting onto proposed cycle links. Share event held Tue 4th Sept.	2	3	6	Decreased	GCC Project Manager	01/10/2018	Medium	Public share event successfully held Tue 4th Sept 2018. Costing updated following further consultation with Lydney Town Council and Lydney Recreation Trust	Delay of FBC submission. Scheme amendments and redesign required post FBC submission. GCC no longer support scheme and do not recover costs to date	Open	Update communications plan for detailed design phase.	Ongoing	On Target	GCC Project Manager
2. Economic / financial / management																				
2.01	21/05/2018	The capital costs of the scheme increase as a result of factors uncovered at detailed design stage.	4	3	12	Cost estimate for scheme completed as part of preliminary design prior to FBC submission with risk contingency. Detailed general arrangement drawings produced for preliminary design.	3	3	9	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Preliminary design cost estimate complete. Footway / cycle bridge costings assume unfavorable ground conditions.	GCC required to fund any forecast overspend. If no further funding available, scope reduction / value engineering to take place.	Open	Scheme budget estimate to be updated during detailed design.	21/12/2018	On Target	GCC Consultant Project Manager
2.02	21/05/2018	The tender prices received from the contractors exceed the available budget to construct the scheme.	3	4	12	Detailed preliminary design to ensure robust cost estimate. Risk allowance within budget figures. Cost estimate to be revised again at detailed design stage.	3	4	12	Remains the same	GCC Project Manager	01/10/2018	Medium	Preliminary design cost estimate complete with risk allowance.	GCC required to find additional funding. Value engineering exercise required to reduce costs.	Open	Scheme budget estimate to be updated during detailed design.	04/12/2018	On Target	GCC Consultant Project Manager
2.03	21/05/2018	Full Business Case not approved by LEP due to scheme not delivering objectives or BCR not representing good value for money.	2	5	10	Draft BCR methodology agreed with Aecom in advance of FBC submission. Draft of FBC reviewed by Aecom and comments addressed. Economic assessment updated to reflect latest DFT issue.	2	5	10	Decreased	GCC Consultant Project Manager	01/10/2018	Medium	Final draft of ASR agreed July 18. Draft FBC submitted for comment 09 Sept 18. Economics updated to reflect latest DFT toolkit in Oct 18.	Funding not obtained and scheme not delivered. GCC do not recover costs spent developing the scheme to date.	Open	Action Aecom comments within final version of FBC.	01/10/2018	On Target	GCC Consultant Project Manager
3. Statutory Process / Legal / Land acquisition																				
3.01	21/05/2018	Land acquisition / dedication and maintenance agreement process delays start of construction due to legal issues or withdraw of support from landowners.	3	4	12	Liaison taken place with Lydney Park Trust and Lydney Recreation Trust. 3rd party land drawings produced clarifying areas. Initial advice provided by GCC legal team. GCC to progress legal process with Town Council.	3	4	12	Remains the same	GCC Project Manager	01/10/2018	Medium	Lydney Recreation Trust and Lydney Town Council in support of scheme. Ongoing liaison taken place with GCC legal team. Share event now complete and further liaison taken place with Lydney Recreation Trust.	Delays to construction. Change of design to avoid 3rd party land. Additional legal costs.	Open	GCC legal team to progress agreement with landowners.	Ongoing	On Target	GCC Project Manager
3.02	21/05/2018	Objections received during consultation for cycleway order / toucan crossing notices.	3	3	9	Much of consultation required already complete as part of FBC with no objections identified.	3	3	9	Remains the same	GCC Project Manager	01/10/2018	Medium	Statutory consultees consulted with in advance of share events. Share event now complete.	Delays to scheme and further work to investigate objections. Amendments required to design.	Open	GCC to progress cycleway and crossing orders post FBC.	Ongoing	On Target	GCC Project Manager
3.03	13/07/2018	Currently unidentifiable land owner affected by the works. Further land acquisition or change of design.	2	3	6	Land registry searches completed for all links. Liaison with Town Council regarding ownership of Link 4 to the west of recreation ground.	2	3	6	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Land registry searches and drawings produced showing areas of 3rd party land affected by cycle routes. No objections raised at share event.	Delays to scheme and changes of design. Route of a link has to be changed and re-routed.	Open	GCC legal team to progress agreement with landowners.	Ongoing	On Target	GCC Project Manager
4. Design / technical / preparatory works																				
4.01	21/05/2018	Design changes required during detailed design result in additional works required.	3	3	9	Robust preliminary design drawings complete. Risk allowance budget within scheme cost estimate.	3	2	6	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Low risk nature of cycleway works limits the risk now preliminary design complete.	Additional cost of design changes. Additional construction costs and delays to construction.	Open	Detailed design to be progressed and complete late 2019.	Ongoing	On Target	GCC Consultant Project Manager
4.02	21/05/2018	Cost of utility diversions increases during detailed design / Construction.	1	3	3	Enquiries during preliminary detailed design highlighted the need for only one diversion (moving electricity pole). Formal C4 quote to be obtained during detailed design. Risk allowance within budget estimate.	1	3	3	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Cycleway design generally looks to raise levels if necessary so as to not reduce the level of cover over existing utilities. This limits the risk of need for further diversions.	Design changes during construction. Increase in cost of additional diversions. Delays to construction.	Open	Progress C4 quote from Western Power to relocate electricity pole.	31/11/2018	On Target	GCC Consultant Project Manager
4.03	21/05/2018	Narrow sections of cycleway (less than guidance) if verge widths not available or presence of utilities limit the widening.	2	3	6	Robust preliminary designs complete. Topographical survey completed in key 'higher risk' areas. Small retaining wall designed to provide required widths without affecting BT apparatus. Known narrower sections highlighted to road safety auditor.	2	3	6	Decreased	GCC Consultant Project Manager	01/10/2018	Medium	No narrow sections (<2.5m) currently expected. Road safety audit now complete and slight relaxation from guidance required in 2 areas.	Increase health and safety risk associated with accidents on narrow sections. Design changes required.	Open	Designers to repond to road safety audit 1. Road safety audit 2 to be completed after detailed design.	31/09/2018 31/11/2018	On Target	GCC Consultant Project Manager
4.04	21/05/2018	Cost of the design or surveys increases / and or exceeds the scheme budget	2	3	6	Preliminary design and FBC completed on budget. Detailed design fee estimate produced and allowed for within cost shown in FBC.	2	3	6	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Currently on target	Additional design spend reduces construction budget. Additional GCC funds required to cover extra spend.	Open	Agree fee estimate for detailed design.	15/09/2018	On Target	GCC Consultant Project Manager

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4.05	21/05/2018	Unfavourable Road Safety Audit (RSA) response causes design changes	1	3	3	RSA 1 completed on preliminary designs in July 18 which no major issues highlighted. RSA 2 to be completed during detailed design late 2018.	1	3	3	Decreased	Design Team Leader	01/10/2018	Short	RSA 1 complete Sept 18 with no significant issues highlighted.	Additional cost and delays during redesign. Increase cost of scheme.	Open	Designers to repond to RSA 1. RSA 2 to be completed after detailed design.	31/09/2018 31/11/2018	On Target	Design Team Leader
4.06	21/05/2018	Delays incurred during detailed design.	2	4	8	Preliminary design complete. Detailed design to be completed in advance of approval of FBC. Early programming of environmental surveys and ground investigation. Detailed design programme developed.	2	4	8	Remains the same	Design Team Leader	01/10/2018	Short	Design fee estimate agreed for detailed design. Detailed design to commence following FBC submission.	Additional design costs reduce works budget. GCC have to fund overspend. Delays to construction.	Open	Detailed design to commence following FBC submission.	01/10/2018	On Target	Design Team Leader
5. Environmental																				
5.01	21/05/2018	Need for further environmental surveys identified during detailed design.	1	3	3	Desktop environmental scoping assessments completed. Environmental site walkover survey complete. Planned environmental surveys planned for detailed design and included within budget.	1	3	3	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Site walkover surveys completed Aug 18.	Delays to detailed design completion. Delays to construction. Additional cost.	Open	Environmental team to complete surveys highlighted within detailed design.	Ongoing	On Target	Environmental Team Leader
5.02	21/05/2018	Environmental investigations reveal the presence or risk of protected and / or invasive species (grey crested newts in ponds, Japanese Knotweed etc) on the site since the initial survey, leading to changes in design and additional mitigation.	2	4	8	Desktop environmental scoping assessments completed. Environmental site walkover survey completed.	2	3	6	Decreased	GCC Consultant Project Manager	01/10/2018	Medium	Site walkovers completed Aug 2018. Survey surveys completed during detailed design. Develop environmental constraints for contractor.	Increase in cost for remedial works and / or delay to construction.	Open	Environmental team to complete further surveys.	Ongoing	On Target	Environmental Team Leader
5.03	21/05/2018	Vegetation clearance works required during bird nesting season delays work or adds additional cost.	1	3	3	Conduct all site clearance works prior to the nesting period. Nesting bird check for any vegetation clearance during bird nesting season.	1	3	3	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Organise scheme to complete vegetation clearance works in winter 2018.	Delays to scheme if nesting bird found in vegetation that requires removal.	Open	Designers to confirm scope of vegetation clearance and arrange vegetation clearance works.	28/02/2019	On Target	GCC Consultant Project Manager
5.04	21/05/2018	Environmental flood concent from Environment Agency delayed or not approved.	3	3	9	Preliminary designs completed. Initial contact made with Environment Agency. Consent to be obtained during detailed design.	3	3	9	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium	Contact received back from EA. Bridge foundations to be out of bank profile.	Design changes required to purple link. Additional construction costs as a result of changes.	Open	Flood concent to be confirmed during detailed design.	30/11/2018	On Target	GCC Consultant Project Manager
6. Stakeholder Management / Consultation																				
6.01	21/05/2018	Ineffective share event and/or comms strategy. Eg. The scope of the scheme presented at the share event is not delivered.	2	3	6	Link prioritisation work carried out prior to share event. Share events planned prior to FBC and key stakeholders invited and notified of scheme.	2	3	6	Remains the same	GCC Project Manager	01/10/2018	Medium	Share event held Tue 04 Sept. No objections received through consultation or share event and public supportive of scheme.	Objections from stakeholders. Lack of support for scheme.	Open	Keep Councillors and stakeholders updated during detailed design.	Ongoing	On Target	GCC Project Manager
6.02	21/05/2018	Public support for the scheme changes and / or objections received to the prioritisation of the links.	2	3	6	Public share event held Tue 4th Sep. Event well publicised with posters, letter drop, twitter and facebook information.	2	3	6	Decreased	GCC Project Manager	01/10/2018	Medium	Prioritisation of links complete in advance of share event.	Weakens the strength of the FBC submission. Risk of FBC not approved or GCC lack of support for a link. Redesign / change of links	Open	Further correspondance with stakeholders during detailed design.	Ongoing	On Target	GCC Project Manager
6.03	21/05/2018	Local stakeholders / landowners (Lydney Park Trust, Lydney Recreation Trust, Angling club, cricket, football ground) do not support some elements of the scheme	2	4	8	Meeting to be held with Lydney Town Council and Lydney Recreation Trust. Plans shared by email through Town Council prior to share event.	2	4	8	Remains the same	GCC Project Manager	01/10/2018	Medium	Share event held Tue 04 Sept.	Objections to scheme. Delays to scheme. Change of routes to avoid areas with issues.	Open	Further correspondance with stakeholders during detailed design.	Ongoing	On Target	GCC Project Manager
7. Procurement																				
7.01	14/08/2018	Receipt of lower cost alternative tenders which extends into 3rd party land or requires planning application.	2	3	6	Contract specification to highlight constraints.	1	3	3	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium		Delay, reputational damage if better alternatives are proposed.	Open				
7.02	14/08/2018	Nature of transient cycle works leads to reduced number of tender returns or higher than expected costs.	2	4	8	Supplier engagement notice to be issued in advance of tender.	2	4	8	Remains the same	GCC Consultant Project Manager	01/10/2018	Medium		GCC required to find additional funding. Scheme reduced in scope.	Open				
7.03	26/09/2018	Change of procurement methodology. (Eg. Deliver through Highways Term Maintenance Contractor).	2	4	8	Project currently lined up for Open Tender Procurement and budget costings allow for this.	2	4	8	Remains the same	GCC Project Manager	01/10/2018	Medium	New highways term maintenance contractor now appointed by GCC to start in April 2019.	Delay to scheme if procurement methodology changed.	Open	GCC to confirm final procurement method.	Ongoing	On Target	GCC Project Manager

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8. Construction																				
8.01	14/08/2018	Scheme is not delivered in the timescales expected by LEP, Lydney Town Council, housing developer.	3	3	9	Programme updates provided to LEP and affected stakeholders.	3	3	9	Remains the same	Amey Project Manager	01/10/2018	Medium	Construction programme developed as part of preliminary design.	Delay to completion. Public complaints. Reputational damage.	Open	Further updates to stakeholders during detailed design. Final works programme to be developed by appointed contractor.	Ongoing	On Target	GCC Project Manager
8.02	14/08/2018	Excessive construction noise leading complaints.	3	2	6	Noise constraints to be included within specification for works. Liaison to take place with Environmental Health Officer if required. Almost exclusively daytime working.	3	2	6	Remains the same	Amey Project Manager	01/10/2018	Medium		Public complaints. Reputational damage. Change of method / delays	Open	Complete noise specification during detailed design.	Ongoing	On Target	Environmental Team Leader
8.03	14/08/2018	Excessive traffic delays around Lydney during construction.	1	4	4	Liaison taken place with GCC traffic teams. Majority of work 'off network'. Key works in high street to be programmed to minimise disruption.	1	4	4	Remains the same	Amey Project Manager	01/10/2018	Medium		Public complaints. Reputational damage. Change of method / delays	Open	Programming constraint to be developed and included in specification.	Ongoing	On Target	GCC Consultant Project Manager
8.04	26/09/2018	A number of compensation events occur on site that fall outside of contractors risk.	2	4	8	Detailed design, specification and contract documents to be developed. Lump sum contract to share risk with Contractor.	2	4	8	Remains the same	Amey Project Manager	01/10/2018	Medium		Increase in works cost. Delays to scheme.	Open	Detailed design drawings, specification and tender documents to be developed.	Ongoing	On Target	GCC Consultant Project Manager
8.05	26/09/2018	End of current GCC highways contracts in April 2019 affects scheme delivery (term maintenance and professional services)	4	2	8	Current procurement is for GCC to engage a contractor directly, with project management and supervision provided by professional services consultant.	4	2	8	Remains the same	GCC Project Manager	01/10/2018	Medium	New highways term maintenance contractor now appointed by GCC to start in April 2019.	Delays to scheme. Project Management and Supervision resource not available.	Open	GCC confirm PM and supervision consultant	31/01/2019	On Target	GCC Consultant Project Manager
9. Operation and maintenance																				
9.01	14/08/2018	Delays or issues with legal processed prevents effective maintenance in the future	3	2	6	GCC legal to progress legal agreements with Lydney Recreation Trust.	3	2	6	Remains the same	GCC Project Manager	01/10/2018	Long	Ongoing correspondence with Lydney Recreation Trust regarding the details of future agreement.	Unclear roles and responsibilities for maintenance. Cycleways not maintained or amended in the future.	Open	GCC legal team to progress.	Ongoing	On Target	GCC Project Manager