

## Risk Register

### Digital Inspector - DfT Innovation Bid Project Risk Register - Draft

| No. | QRA Ref         | Description  | Mitigation Measures  | Residual Risk |   |  |        |   |             |       |        |      |       |
|-----|-----------------|--|--|---------------|---|--|--------|---|-------------|-------|--------|------|-------|
|     |                 |  |  | Cost          |   |  | Impact |   |             | Prob. |        | RAG  |       |
|     |                 |  |  |               |   |  | Time   |   | Performance |       | Rating |      | Score |
| 5   | Whole Scheme 01 | Delay in DfT providing funding following successful bid.   | Commence using local contribution. Close engagement with DfT. Consultation with finance over cash flows.   | L             | 1 |  | H      | 3 | H           | 3     | M      | 4.67 | 4.67  |
| 9   | Whole Scheme 02 | IF the project does not have specified parameters to work within THEN scope creep could occur.                                       | There will be a defined scope agreed by the Board. Any change will be subject to the Board a and Change Control process. This will enable risks or opportunities relating to time, cost and quality to be quantified and assessed by the Board before any change decision. | M             | 2 |  | H      | 3 | L           | 1     | M      | 4.00 | 4.00  |
| 10  | Whole Scheme 03 | Loss of key personnel  | The makeup of the Project Board has been agreed there will be Senior Management Staff from each Council and suppliers with key skills. This will provide staff resilience as the programme is not reliant on one key member of staff.                                      | L             | 1 |  | M      | 2 | H           | 3     | M      | 4.00 | 4.00  |
| 6   | Whole Scheme 04 | Incomplete or late delivery of outputs from 'client' to design and technology partners.  | Project Management. Scheduled, frequent progress meetings or tele-conferences. Programmed and clearly defined targets.   | L             | 1 |  | M      | 2 | H           | 3     | L      | 2.00 | 2.00  |
| 3   | Whole Scheme 05 | Lack of resource in terms of staffing, consultants, engineers, developers with the required skills to meet project programme inputs. | Effective procurement of consultants/engineers. Adequate resources to employ necessary skills. Early identification of resources required in project.  | L             | 1 |  | H      | 3 | L           | 1     | L      | 1.67 | 1.67  |
| 8   | Whole Scheme 06 | IF cost estimates are not sufficiently robust THEN the project outturn cost may exceed the funding available                         | Independent cost estimates and use of up to date market intelligence.  | M             | 2 |  | M      | 2 | L           | 1     | L      | 1.67 | 1.67  |
| 4   | Whole Scheme 07 | Future Asset Management Strategies not established for delivery following completion of project.                                     | Create outputs from the new inspections regimes to be incorporated into Asset Management Strategies.   | L             | 1 |  | L      | 1 | M           | 2     | L      | 1.33 | 1.33  |
| 7   | Whole Scheme 08 | Trial does not behave as predicted, outcomes are not achieved.   | Programmed and clearly defined targets.  | L             | 1 |  | L      | 1 | M           | 2     | L      | 1.33 | 1.33  |
| 2   | Whole Scheme 09 | Lack of Coordination between Bristol City and Blackpool Council.   | Joint project governance. Joint project management. Project Manager accountable to project not an organisation. Single programme and delivery plan   | L             | 1 |  | L      | 1 | L           | 1     | L      | 1.00 | 1.00  |
| 1   | Whole Scheme 10 | Failure to secure local contribution funding   | Section 151 Officer sign off of bid. Secure formal letter of funding contributions. Secure partner commitment through letters of support.  | L             | 1 |  | L      | 1 | L           | 1     | L      | 1.00 | 1.00  |