

Open Space Project

Project Dodderhill Parish Council – Orchard			Date of risk assessment: Nov/Dec 2019	Assessment carried out by Dodderhill PC
What are the risks?	Likelihood	Impact on the project	What further action is necessary?	Risk owner
Hidden costs - orchard: Expert survey of trees may reveal a need to fell, remove or treat diseased trees	Low	Low	Trees in current orchard area are fledgling trees, if they had to be removed due to disease, they could be done manually hand. One of our prospective match funding partners is Worcester County Council Networks Project with Worcestershire Wildlife Trust. If successful they will provide funding, guidance and support.	DPC
Funding not secured	Low	Low	Identify alternative funding sources – Current funding in with Network Nature & Woodland Trust Plant / Hedgerow grants applied for to reduce overall costs of planting. Free Planting initiatives currently running under a permanent cycle	DPC
Project timescale overrun	Low	Low	A project timeframe at start of project factoring in planting seasons and breeding seasons, weather Agree milestone based phased payment schedule with contractor (limited expense)	DPC / Contractor
Project over budget	Low	Low	Gain at least three quotes to ensure best price Fixed priced quotes provided from tenders	DPC
Section 106 – Funding Timescale runs out - Orchard	Medium	Medium	The arts and culture funding for signs and information boards may finish before funding awarded Early purchase of signs to bring within timescale may be needed.	DPC / Wychavon
Hedgerow remove and movement of trees	High	Low	The project plans on additional planting to enhance wildlife conservation outweighs the loss of the hedgerow if the access point is changed. The planned carpark area is for limited use and currently has a maximum of 3 fledgling trees that are affected. The trees will be moved at the correct time of year under the advice of Network Nature	DPC
REVIEW DATE Monthly Reviews as project devolves				

Project Dodderhill Parish Council – Allotments		Date of risk assessment: Nov /Dec 2019		Assessment carried out by Dodderhill PC	
What are the risks?	Likelihood	Impact on the project	What further action is necessary?	Risk owner	
Funding not secured	High	High	Identify alternative funding sources. This project funding lies solely with the legacy grant funding Scale back project – There are lots of areas within this section that could be scaled back to save on costings but the initial grant request incorporates our wish list for the whole project.	DPC	
Project timescale overrun	Medium	Medium	Agree project timeframe at start of build factoring in contingency Agree milestone based phased payment schedule with contractor Appoint project manager	DPC	
Loss of income from current allotment holders	Medium	Low	The current income is less than £300 per annum but the current expected expenditure from the allotment holders is over the income. This means DPC is losing money in this area. The Project is designed to redress this balance. Individual groups need to be consulted once the funding has been awarded and the extent of the project confirmed, We will then be in a position to open discussions as to any changes that will affect them the project is for the community and has 92% community backing. Until that time, it would be raising false promises. Completed project should provide an opportunity for a allotment association, a waiting list (and guaranteed income for both DPC and that allotment association.	DPC	
Water Bill to Parish Council	High	High	Fitting of taps and Meters to manage water usage and prevent unauthorised, wasteful use of water. Currently the cost of any water used lies with DPC. There is no preventative measures on site for the wasteful use of water	DPC	
REVIEW DATE Monthly Reviews as project devolves					

Project Dodderhill Parish Council – Nature Trail		Date of risk assessment: Nov / Dec 2019		Assessment carried out by Dodderhill PC
What are the risks?	Likelihood	Impact on the project	What further action is necessary?	Risk owner
Hidden costs – Nature Trail Expert survey of trees may reveal a need to fell, remove or treat diseased trees	Low	Low	One of our prospective match funding partners is Worcester County Council Networks Project & Worcestershire Wildlife Trust. If successful they will provide funding, guidance and support.	DPC
Funding not secured	Low	Low	Identify alternative funding sources (non financial) Plant / Hedgerow grants applied for to reduce overall costs of planting. Free Planting initiatives currently running permanently	DPC
Project timescale overrun	Low	Low	A project timeframe at start of project factoring in planting seasons and breeding seasons, weather	DPC
Section 106 – Funding Timescale runs out – Nature Trail	Medium	Medium	The arts and culture funding for signs and information boards may finish before funding awarded Early purchase of signs to bring within timescale may be needed.	DPC / Wychavon
REVIEW DATE Monthly Reviews as project devolves				

Project Dodderhill Parish Council – Pump Track			Date of risk assessment: Nov / Dec 2019	Assessment carried out by Dodderhill PC
What are the risks?	Likelihood	Impact on the project	What further action is necessary?	Risk owner
Funding not secured	High	High	<p>Identify alternative funding sources – Current funding applications with Sports England</p> <p>Scale back project – we have previously considered alternative locations but this location superseded others. It is important that the end result looks natural , hence the partnership with woodland wildlife trust to plant natural hedging around the pump track with a limited entrance / exit site for bicycles</p>	DPC
Project timescale overrun	High	Medium	<p>Agree project timeframe at start of build factoring in contingency</p> <p>Agree milestone based phased payment schedule with contractor</p> <p>Appoint project manager</p>	DPC
Project over budget	Low	High	<p>Gain at least three quotes to ensure best price. The quote was guaranteed for 90 days but this quote was just for a costing exercise, if successful - Fixed priced quotes provided from tenders</p> <p>Appoint project management through provider (at no cost to council)</p>	DPC
REVIEW DATE Monthly Reviews as project devolves				

Project Dodderhill Parish Council – Access			Date of risk assessment: Nov / Dec 2019	Assessment carried out by Dodderhill PC
What are the risks?	Likelihood	Impact on the project	What further action is necessary?	Risk owner
New access points -v- existing access point:	High	Low	The access decision will need to be taken once the funding is secured. The deciding factors for this is the overall project and its impact of the accessibility to reducing long term expenditure, H&S for all users of the park, pump track, nature trail , allotments and orchard.	DPC
Access 1 & 2 VS Access 3 & 4	Low	Low	We currently have an access to the allotments but to feature in our disabled allotment access allotments we need to consider other options Access 1 / 2 / 3 / 4 - Set up a detailed expenditure matrix involving set up, repair and maintenance costings covering all options for comparison. We would have like to have done this to support our application but timescales did not allow. This can be done early 2020, prior to any decision / work starting to get the best value for money in respect of the access questions	DPC
Access 3 – Stoke Road access – Highways permission not granted	Medium	Medium	Highways need to agree new entrance if this access point is chosen	DPC / Highways
Project over budget	Low	High	Gain at least three quotes to ensure best price Fixed priced quotes provided from tenders Possible “buy in” from Fortis Housing to assist with this part of the project (and the costs). Fortis Housing play a big part in this community.	DPC
REVIEW DATE Monthly Reviews as project devolves				