

## Helensburgh CHORD Risk Register –March 2015

HELENSBURGH CHORD RISK REGISTER								
ID	RISK DESCRIPTION	OWNER	PROBABILITY	IMPACT	RISK RATING	MITIGATION ACTIONS	STATUS	NOTES
HH01	Governance Contractor Underperformance/ Financial stability	Contract Administrator/ Project Manager	Unlikely (2)	Minor (2)	4	Retention held to ensure any defects are addressed and monies held back to cover outstanding snagging issues	Ongoing	Project substantially complete.
HH02	Governance -- Design Team Underperformance	Project Manager	Unlikely (2)	Minor (2)	4	Weekly contact with Design Team to review project matters.	Ongoing	As above
HH03	Governance -- Project Manager Underperformance	SRO	Unlikely (2)	Minor (2)	4	Weekly contact with Project Manager to review project matters	Ongoing	As above
HH04	Financial -- project budget insufficient to deliver tendered project	Cost Consultant/ Contract Administrator and Project Manager	Rare (1)	Moderate (3)	4	Cost Consultant issue monthly Cost Report within week of valuation for review by Contract Administrator and Project Manager. Contract Administrator / Cost Consultant and Project Manager discuss cost implications and agree AI's before issue.	Ongoing	No pending claims from Contractor.
HH05	Reputational -- Lack of community support for project -- retailers/residents	Contractor/ Project Manager	Unlikely (2)	Minor (2)	4	Contractor's Liaison Officer daily point of contact for retailers and residents. Contractor maintains record of all community enquires and issues monthly to Project Manager.	Ongoing	Positive feedback received from community, particularly on works in Square.  Overall community pleased with design/quality of works.