

RISK REGISTER LITE - QUARTER No.2 - 2024

Number	SERVICE / TEAM RISK DESCRIPTION (Description of 'event' & 'implication')	RISK OWNER	Likelihood					Impact					CURRENT RISK STATUS	PERIODS AGO			COMMENTARY ON ACTION PLAN (e.g. actions implemented /outstanding; implementation of actions to timescales)	ACTION PLAN LEAD OFFICER
			1	2	3	4	5	1	2	3	4	5		1	2	3		
			Score					Score										
1	Decision made that Charlton House, Keynsham cannot be re-purposed and remodelled to accommodate a small residential and day school for young people aged 11-17 with complex special education needs.	Olwyn Donnelly/Anne Leach	2									5	Low				Cllr May, Cabinet Member for Children's Services has been fully briefed about the project. Cllr May in full support.	Olwyn Donnelly
2	Should Charlton House project not go ahead - failure to identify other options to locate the school	Olwyn Donnelly/Anne Leach				4						5	High				An extensive location search has been carried out. There were very limited options within the funding envelope for the SEND School. Charlton House is the best option.	Olwyn Donnelly
3	The Council not fulfilling part of the agreement conditions in the re-submitted Safety Valve plan	Olwyn Donnelly									5	5	Critical				The new SEND School at Charlton House forms part of the increase in the sufficiency of places and grant funding has been allocated for it.	Olwyn Donnelly
th	Identified budget not sufficient to cover the project costs	Olwyn Donnelly/Anne Leach	2									3	Medium				£6.1m cost estimate included in the feasibility study. This cost incorporates all aspects of project delivery and includes a significant contingency amount. Options to reduce costs include future value engineering at full design stage and a review of the current internal design.	Olwyn Donnelly
5	Planning Consent not given for Change of Use for Charlton House	Anne Leach				3						5	Medium				Early meetings with Planning Officers have taken place. A planning pre application will be requested to obtain early advice. Followed by a full planning application to be submitted under a Planning Performance Agreement to manage determination timescales.	Olwyn Donnelly
6	Project Delivery delays on project completion	Anne Leach	2									3	Medium				Effective and efficient project management. BANES to deliver the project. SEND Capital & Strategy to monitor project delivery. Project Delivery to report to SEND Capital & Strategy on a monthly basis identifying and early warning any project delays. Ensure realistic float allowed in the project programme.	Olwyn Donnelly