



APPENDIX B

RISK LOG												
Town Centre Masterplans												
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Risk	Risk	Ownership		Inherent			Risk Mitigation	Residual				
	Impact	Owner (in order of ownership)	Completion Date	Impact	Likelihood	Score	Risk Mitigation	Impact	Likelihood	Score	Status	
Corporate Strategic Risks												
1	The actions plans from both towns could not be implemented	DW	January 2020 onwards	3	1	3	The masterplans are linked to the Economic Development Strategy and new Council Corporate Plan and are deliverable over short, medium and long timescale.	1	2	2	Open	
2	The report could not provide deliverable solutions	DW	December 2019	2	2	4	Potential for resources to be spent and outcomes not delivered. Ensure a robust action plan is created by where small actions are achievable, and there are quick wins.	1	2	2	Open	
3	The masterplan raises expectations for investment on the town centres which proves to be unaffordable or otherwise undeliverable leading to dissatisfaction among stakeholders.	DW	January 2020 onwards	3	2	6	Stakeholder groups will be established through the various tasks whereby key partners will be fully informed and engaged in the delivery of the masterplans.	1	2	4	Open	
Business Unit Risk												
4	There could be insufficient private sector interest to deliver the key proposals of the masterplans.	DW	January 2020 onwards	2	2	4	Develop an implementation plan that identifies potential investors and developers. Be prepared to use compulsory powers if necessary. Ensure that high quality public realm and transport proposals are implemented.	1	2	4	Open	
Contract Risk												
6	The report could not address the critical issues.	DW	December 2019	3	1	3	Ensuring that TEP is given a clear brief and sufficient time is built into the timetable for consultations and workshops.	1	1	1	Open	
Programme/Project Risk												
10	Negative publicity.	DW/Comms	On going	3	2	6	Instruct and take advice from Council communications team and strategic communications partner to mitigate any negative press with strategic approach to communications and release positive stories to the media.	2	1	2	Open	
11	Limited Participation by the local community.	DW	On going	3	2	6	Ensure that HDC and TEP explain the benefits of engaging and participating to businesses and residents. Also ensure that focus groups and exhibition dates vary in time and day to accommodated local people.	2	2	4	Open	

Risk	Risk	Ownership		Inherent			Risk Mitigation	Residual			
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	Lack of time to complete consultancy	DW	December 2019	3	1	3	Ensure TEP keep to the agreed timetable for both masterplans. Ensure dates are put in the diary as early as possible to avoid delays with stakeholder meetings and focus groups etc.	1	1	1	Open
	Unexpected delays as a result of Covid-19	DW	July 2022	3	1	3	Re-schedule timetable for project to take account of Covid delays	1	2	2	Open
Partnership Risks											
12	That insufficient funding will be available to deliver the public realm or transport elements of the masterplans.	DW	Sept 2021 onwards	2	3	6	Seek to maximise contributions from S106 Agreements and other funding streams. Ensure actions short terms can be achieved by HDC and that we have control as much of the medium to long term delivery plans too.	2	2	4	Open