

RISK MANAGEMENT PLAN – Attachment B

Examples of risk, likelihood, impact and mitigation strategies for the RRTIGs project

	Likelihood Low / Med / High (comments)	Impact Low/Med/High	Mitigation Strategies
Council rejects application	eg. Low. All works satisfy building codes, etc.	High/Med/Low	Ensure all works will satisfy necessary codes, etc.
Delays in Council approvals	May depend on how extensive project is, complexity, zoning etc.	High/Med/Low	Prior contact with Council to seek guidance, directions, in-principle support.
Budget shortfalls	Project has been appropriately scoped to cover all known contingencies/ Project will be fully funded by Grant.	High/Med/Low	Develop budgets to fully plan for known likelihoods and factor in relevant contingencies. Take a competitive approach to the market.
Financial	Where additional finances are required above Grant funds and contribution.	High/Med/Low	Ensure necessary assurances are in place from lending sources prior to commencement of project for contribution or additional funds.
Construction delays	May depend on scope of project; availability of trades; weather; price escalations.	High/Med/Low	Ensure project manager/coordinator is fully capable and has submitted appropriate documentation required by the Funding Agreement.
Disruption to services	Some services may or will be impacted during the works.	High/Med/Low	As much of the works as possible will be carried out in the after hours period. Back-up plans in place?
Tenure	No issue? - practice owns the building. Lease agreements are in place?	High/Med/Low	Ensure all lease agreements are in place and owner consent is assured in writing.
Occupational Health and Safety	Need to become familiar with all necessary requirements.	High/Med/Low	Appoint a person to have Occupational Health and Safety responsibility for the project.
Unanticipated additional works	Site preparation difficulties encountered only after the project has commenced. Rock, sewerage, easements, etc	High/Med/Low	Provide for as a contingency. Inform Department if substantial issues re costs/delays.
Accreditation	Practice has current accreditation or is in the process of applying and will receive appropriate accreditation.	High/Med/Low	Regional Training Provider has completed Verification Form and indicated that there is a need for additional teaching and training in the area.