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September 2024

GENERIC PROJECT RISKS AND CONTROLLED, RESIDUAL RISKS

Risk without mitigation, as Likelihood * Impact (where: 1= very low, 2=low, 3=med, 4=high)	Control measures in place and Residual Risk, as Likelihood * Impact (where: 1= very low, 2=low, 3=med, 4=high)
Inappropriate expertise / Poor team performance Risk: 2 * 3 = 6	Project Team specifically selected for their complementary and comprehensive expertise in the areas required for this project. Roles clearly defined. Experienced project lead, and consortium familiarity with working with each other and with client, and delivery of similar products in other projects. Residual risk: 1 * 3 = 3
Team availability (timeline slippage, failure to deliver) Risk: 2 * 3 = 6	Multiple staff involved, with availability against scheduled timescale and milestones confirmed before tender submission. Team members fully briefed and aware of project needs. Regular internal meetings / workload assessment, and regular contacts with client to address any issues arising in a timely manner. All project information available via shared network drive allowing easy access on an as-needs basis. Residual risk: 1 * 3 = 3
Limited access to data/evidence Risk: 2 * 3 = 6	Access to extensive library resources and literature base (e.g. via University of Hull, with subscriptions to, for example, Science Direct, Web of Knowledge, and other article repositories). Good network of professional contacts. Residual risk: 1 * 3 = 3
Delays in collation of suitable evidence/data Risk: 2 * 3 = 6	Timeline will be agreed with client at inception meeting. Use of in-house resources including evidence such as texts, published and unpublished reports, and recent electronic information, including from recent cross-cutting projects (e.g. EU funded projects) to support data gathering. Residual risk: 1 * 3 = 3
Data loss (incl. GDPR issues) Risk: 1 * 4 = 4	Data held on a password protected cloud-based platform drive, which is backed up daily. All members of project team have previously undertaken GDPR training. Residual risk: 1 * 1 = 1
Exceptional circumstances Risk: 2 * 2 = 4	In such circumstances (e.g. weather events, power failures, flooding) team members are able to work from home and are able to access shared drives remotely. Residual risk: 1 * 2 = 2

■ **POLICY IMPLEMENTATION, MAINTENANCE AND REVIEW**

Steve Barnard accepts overall responsibility for risk management and control issues within Wolds Environmental Consulting, and is responsible for related policy implementation and review.

■ **VERSION CONTROL**

This version:	1.6
Originally produced:	September 2019
This review:	September 2024
Next review due by:	September 2025
Confirmed:	
	Steve Barnard, Director