

Drayton (Abingdon) Parish Council Financial Risk Assessment for Neighbourhood Plan 2015-20					
Revised October 2016					
Implementation Committee Activities					
Risk Factor	Risk Rating before Mitigation				
	Impact (H,M,L)	Likelihood (H,M,L)	Supported by NDP Policy	Internal mitigation controls required	External mitigation factors
1 Reputational damage to Council if Drayton 2020 NDP projects are not delivered:			N/A		
a) at all	H	L		Ensure other agencies are monitored	Some projects will be delivered by other agencies such as i) Developers; ii) County Council; iii) District Council
b) not on time	M	M		Project Plan with critical path analysis needed by March 2017	Planning Permission controls deadlines
c) not to adequate quality standard	M	M		Implementation Director and Committee Monitoring & procurement contract specifications	Planning Permission controls and external agency standards (ie Sports Council) e.g. Pre-School/Sports Pavilion/Village Hall
d) not to budget	M	M		Project Plan with cash flow management needed by March 2017	District Council controls s106 budget cash release; Grant awarding bodies control their cash release. Additional community fundraising required
2 Project risk for individual projects:					

a) New sports pavilion and playing fields on Barrow Rd site	H	M	Policy C-WP6	Architects specification and costing needed. Apply and obtain planning permission. Implementation Director oversight	Relationship with VWHDC Planning
b) New Pre-School building on Drayton Community School site	H	M		Assist and advise through D2020	OCC, School Governors/Head Teacher and Pre-School Management Group co-ordination
c) New playground facilities on the Barrow Rd, South of High St and Manor Farm site, and on Millennium Green	M	L	Policy C-WP6	LG&P Committee involved in specs. Implementation Director oversight	VWHDC advice and planning permission
d) Refurbishment of existing Lockway playground	L	L	Policy C-WP6	LG&P Committee involved in specs.	Grant funding applied for Jan 2016
e) New Multi-Games Area and skatepark	L	L	Policy C-WP6	LG&P Committee involved in specs.	Quotes now being sought (Oct 2016)
f) New Village Green on Manor Farm site, sculpted as outdoor entertainment area	H	L	Policy P-LF1 Policy P-LF4	D2020/Implementation Director	Required as part of VWHDC Planning Permission
g) Traffic calming measures throughout the village	H	H	Policy C-T2	D2020/Implementation Director. Traffic Workshop for public approval	Required as part of VWHDC Planning Permission
h) Improvements to footpaths and cycleways throughout the village	M	M	Policy C-T4 Policy C-T6 Policy C-WP7/8	ROW WP supervision	Quotes now being sought (Oct 2016). OCC has been consulted
i) New tree planting & landscaping, and planned increase in biodiversity throughout the village	L	L	Policy P-LF6 Policy P-S1/2	D2020/ROW supervision	Advice from VWHDC and OCC to be sought
j) Additional allotments	M	M		Land acquisition needed	VWHDC Planning Permission

	k) Additional burial ground space	M	L		Land acquisition needed - or extend into current allotments and re-provide?	VWHDC Planning & Home Office Permission
	3 Legal risks					
	a) transfer of land and new undertakings made in consequence	H	L		Solicitors advice	VWHDC advice
	b) budget for possible legal advice required on contracts	H	L		As part of core PC budget or ask VWHDC for s106 funds release	
	4 Financial risk					
	a) Council needs to handle, invest, and account for monies received in S106 payments from VoWHDC	H	M		seek advice from VWHDC/OALC/Internal Auditor	VWHDC controls on s106
	b) Council may need to take out loans from Public Works Loans Board or other sources	M	M		Planning Permissions in place with costings. Clear support from electorate. Internal and External Audit	PWLB monitoring
	5 Staffing risk					
	a) Adequacy, skills, continuity plan for staff employed by the Council	M	M		Clerk, Deputy and Implementation Director in place. Clerk 3 months notice	Possible need to recruit a 2nd Implementation Director (Finance and Fund Raising)
	b) Appointment of Implementation Director - remuneration & expenses	M	L		Clear agreement with volunteers on these matters	