

Appendix 5 – Risk Log and Project Timetable

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Risk Number	Description	Probability	Impact	Countermeasures	Estimated time/cost	Owner	Last Updated
R001	Inclement Weather/Poor Visibility	Medium	Low	Check weather reports prior to the start of each week of work	N/A	Andrew Ward	12/05/2022
R002	Specialists Unavailable	Low	High	Written contractual agreements will be put in place with relevant specialists well in advance of project start date	1 day	Andrew Ward	12/05/2022

Table 1 - Risk Log

Stage Reference	Product	Task(s)	Estimated timescale	Reviewed/Completed
S1	Setting up site	• Creating exclusion zone • Pre-commencement photographs	1 day with 1 day contingency for poor weather	
S2	Drone Survey	• Marking up take off and landing zone • Marking areas of control for photogrammetry	1 day with 1 day contingency for poor weather	To be agreed with SUA specialists
S3	Earthwork Survey	• Control points established • Survey conducted • CAD drawings Produced	2 days + 1 day contingency if required	
S4	Excavation	• Mark out quadrants • De-turf • Excavate quadrants • Sampling and Recording • Reduction of baulks	3 weeks	
S5	Recording	• Full site recording	1 week	

		• Production of physical and digital site plans		
S6	Backfill	• Backfill excavation area • Reinstall turf	3 days	
S7	Archive Preparation	• Organise and identify archive elements • Compile records for dissemination to shareholders	1 week	
S8	Dissemination	• Summary report to local HER • Begin production of article for SAC and/or suitable journal	4 weeks	

Table 2 - Project Timetable