

Committee:	Date:
Hampstead Heath, Highgate Wood & Queen's Park Committee	5 June 2019
Subject: Hampstead Heath, Highgate Wood and Queen's Park Risk Management	Public
Report of: Director of Open Spaces	For Decision
Report Author: Martin Falder, Project & Support Officer	

Summary

This report provides the Hampstead Heath, Highgate Wood & Queen's Park Committee with an update on the management of risks undertaken by the Open Spaces Department and the Hampstead Heath, Highgate Wood, and Queen's Park Division. Risks are reviewed regularly by the Department's Senior Leadership Team as part of the ongoing management of the operations of the Department. It is also reviewed regularly by the Hampstead Heath, Highgate Wood and Queen's Park Management Team.

The Department has previously reported on nine Departmental Risks. On 8 April 2019 The Open Spaces and City Gardens Committee received and agreed the Departmental Risk Management report which identified ten Departmental Risks.

This Committee is responsible for two Registered Charities: Hampstead Heath (charity number 803392) and Highgate Wood & Queen's Park Kilburn (charity number 232986). In accordance with the Charity Commission's Statement of Recommended Practice (SORP), Trustees are required to confirm in the Charity's Annual Report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. Using the Corporate Risk Register guidance, the management of these risks meets the requirements of the Charity Commission.

There are six risks managed by the Superintendent of Hampstead Heath which report to this Committee. Five of the risks are reported amber and one green. None of the risks are reported red.

Recommendation

Members are asked to:

- Note the Corporate Risk Matrix (Appendix 1).
- Approve the Hampstead Heath, Highgate Wood and Queen's Park Risk Register (Appendix 2).
- Approve the reduction of OSD NLOS 002 from Amber to Green at Appendix 2.
- Approve the increase of NLOS 006 from Green to Amber at Appendix 2.
- Note the risk history report at Appendix 3.

Main Report

Background

1. The Open Spaces Department's Risk Registers conform to the City's Corporate standards as guided by the Risk Management Strategy 2014, and all of our Departmental and Divisional Risks are registered on the Pentana Risk Management System.
2. The Open Spaces Department manages risk through a number of processes including: Departmental and Divisional Risk Registers, the Departmental Health and Safety Improvement Group, Divisional Health and Safety Groups and Risk Assessments. Departmental Risks are reviewed by the Department's Senior Leadership Team on a regular basis and Divisional Risks by Divisional Management Teams.
3. The Charity Commission requires Trustees to confirm in the Charity's Annual Report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. These risks are to be reviewed annually. Each Open Spaces Committee is presented with relevant Risk Registers to fulfil this requirement.

Departmental Risks

4. At 8 April 2019 the Open Spaces and City Gardens Committee received and agreed the Departmental Risk Register which identified ten Departmental risks:
 - OSD 010 – Ultra Low Emission Zone (ULEZ) Fleet Purchase Risk (Amber) (New)
 - OSD 011 – Budget Reduction Summary Risk (Amber) (New)
 - OSD 001 – Health and Safety (Amber)
 - OSD 002 – Extreme weather and climate change summary risk (Amber)
 - OSD 004 – Poor repair and maintenance of buildings (Amber)
 - OSD 005 – Pests and diseases (Red)
 - OSD 006 – Impact of development (Amber)
 - OSD 007 – Maintaining the City's water bodies (Red)
 - OSD TBM 001 – The effect of terrorism on the tourism business at Tower Bridge and Monument (Amber)
 - OSD 009 – Reputational Risk Associated with efficiency improvements arising out of the Open Spaces Act (Amber)
5. The Open Spaces and City Gardens Committee approved the removal of OSD 008 – IT System Failure (Green) from future Committee reporting while this risk remains green.


Hampstead Heath, Highgate Wood and Queen's Park Risks

6. There are six risks identified across Hampstead Heath, Highgate Wood and Queen's Park. These are:
 - OSD NLOS 002: Outbreak of Fire in Woodland / Heathland (green, score 4)
 - OSD NLOS 003: Extreme Weather Events (Amber, score 6)

- OSD NLOS 004: Plant and Tree Disease (Amber, score 8)
- OSD NLOS 006: Ensuring the Health and Safety of staff, contractors, visitors and volunteers (Amber, score 8)
- OSD NLOS 007: Hampstead Heath Water bodies including Bathing Ponds (Amber, score 6)
- OSD NLOS 011: Impact of housing and population and transport increase (Amber, score 12)

7. We currently report on one green risk and five amber risks. There are currently no red risks. The graph below shows the current and target scores of these risks:

Likelihood	Likely (4)		OSD NLOS 004		
	Possible (3)		OSD NLOS 003 OSD NLOS 007	OSD NLOS 011	
	Unlikely (2)		OSD NLOS 002	OSD NLOS 006	
	Rare (1)				
OSD NLOS Risks May 2019		Minor (1)	Serious (2)	Major (4)	Extreme (8)
		Impact			

- Bold** - Current Score
Italics - Target Score
Bold Italics - Current & Target Score Aligned
 - Movement from previous report

‘Current Risk’ scores that have changed since last reported

8. Three of the current risks scores have changed:

- NLOS 002 decreased from 6 (Amber) to 4 (Green)
- NLOS 006 increased from 4 (Green) to 8 (Amber)
- NLOS 007 decreased from 8 (Amber) to 6 (Amber).

9. OSD NLOS 002 – Outbreak of Fire in Woodland / Heathland has been reduced from Amber (6) to Green (4) over the winter months. It is expected that this risk will escalate again to amber in the coming summer months to recognise the changing weather. This risk is actively monitored by Officers as a high priority, given the threat that fire poses to open spaces. Learning from last year's fire at Epping Forest has been applied to North London.
10. OSD NLOS 006 – Ensuring the Health & Safety of Staff, Contractors, Visitors and Volunteers has increased from Green (4) to Amber (8). This is due to a reassessment of the risk itself, rather than a notable increase in Health and Safety Risk, in line with the Risk Assessment table provided at Appendix 1. This reassessment brings the score in line with the Departmental assessment of Health and Safety Risk.
11. OSD NLOS 007 – Hampstead Heath Water Bodies including, Bathing Ponds, has been reduced from Amber (8) to Amber (6). This is due to the reviews undertaken at the ponds to reduce the likelihood of serious injury, including an information campaign through social media and additional signage.

Target Risk Scores

12. The target risk score for five of the risks is amber. One of the target scores is green.
13. Two target risk scores have increased:
 - NLOS 006 from 4 (Green) to 8 (Amber)
 - NLOS 007 from 4 (Green) to 6 (Amber)
14. NLOS 006 target score has increased to match the Departmental target score. We recognise and accept Health and Safety Risk at the current level.
15. NLOS 007 target score has increased to match the current score, as we accept this level of risk associated with the ponds, while taking mitigating actions to ensure the level of risk does not further escalate.
16. The four remaining target scores remain at the same level as previously reported.
17. The detail of the individual risks is shown in Appendix 2. This also shows the actions that are being undertaken to reduce the current risk score to the target risk score.

Corporate & Strategic Implications

18. The Departmental and Divisional Risk Registers will help us achieve the Corporate Plan 2018 – 2023 aim to Shape outstanding environments.
19. Specifically this will help deliver the outcomes:
 - We have clean air, land and water and a thriving and sustainable natural environment.
 - Open spaces are secure, resilient and well-maintained.
20. The Departmental Risk Register reflects the risks associated with delivering the Open Spaces Department's Business top line objectives and associated outcomes:

- A. Open spaces and historic sites are thriving and accessible.
- B. Spaces enrich people's lives.
- C. Business practices are responsible and sustainable.

Conclusion

21. The need to systematically manage risk across the Department and at a Divisional level is addressed by the production of this Risk Register, as too are the requirements of the Charity Commission. This document will inform the collective risk across the Department's business activities.

Appendices

- Appendix 1 – Corporate Risk Scoring Grid
- Appendix 2 – Hampstead Heath, Highgate Wood and Queen's Park Divisional Risk Register
- Appendix 3 – Matrix to show current and target risks on the Corporate Risk Scoring Grid

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