

Committee:	Date:
Epping Forest and Commons Committee	8 July 2019
Subject: Epping Forest and The Commons Risk Management Report	Public
Report of: Director Open Spaces	For Decision
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Summary

This report provides the Epping Forest and Commons Committee with an update on the management of risks undertaken by the Open Spaces Department and the Epping Forest and the Commons Divisions. Risk is 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 Management teams at Epping Forest and The Commons.

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.

Your Committee is responsible for five Registered Charities: Epping Forest (charity number 232990), Ashted Common (charity number 1051510), Burnham Beeches (charity number 232987), Coulsdon & Other Commons (charity number 232989) and West Wickham & Spring Park (charity number 232988). 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 fourteen risks managed by the Superintendent of Epping Forest. Six of these risks are currently reported red and eight are reported amber.

There are nine risks managed by the Superintendent of The Commons. Two of these risks are currently reported red, five amber and two green. There is one new risk at amber, and one of the existing green risks is proposed for removal.

Recommendation

Members are asked to:

- Approve the Epping Forest Risk Register included at Appendix 2.
- Approve The Commons Risk Register included at Appendix 3, including the removal of one green risk
- Approve the addition of one amber risk to The Commons Risk Register.

- Note the Corporate Risk Matrix at Appendix 1 and the Current and Target Risk Score Grids for Epping Forest and The Commons at Appendices 4 and 5.
- Note the Risk History report at Appendix 6.

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 (SLT) 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 Service Committee is presented with relevant risk registers to fulfil this requirement.

Current Position

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.

Epping Forest

6. There are fourteen risks identified across Epping Forest. These are:

- EF 001 Increase in Health and Safety Incidents/Catastrophic Health & Safety failure (amber, score 8)
- EF 002 Decline in Assets Condition (red, score 24)
- EF 003 Declining Site of Special Scientific Interest (SSSI)/Special Area of Conservation (SAC) Condition (amber, score 12)
- EF 004 Raised Reservoirs (red, score 24)
- EF 007 Pathogens (amber, score 12)
- EF 008 Invasive Non-Native Species (INNS) (red, score 16)
- EF 009 Severe Weather Events (amber, score 6)
- EF 010 Development Consents close to Forest Land (red, score 16)
- EF 011 Wanstead Park – Heritage at Risk Register (amber, score 8)
- EF 012 Loss of Forest Land and/or Concession of Prescriptive Rights (red, score 16)
- EF 013 Loss of Knowledge in Skilled Staff/Difficulties in Recruitment (amber, score 6)
- EF 014 Major Incident Resulting in Prolonged 'Access Denial' (amber, score 8)
- EF 015 Public Behaviour (amber, score 8)
- EF 016 Financial Management and Loss of Income (red, score 16)

7. There are currently six red risks and eight amber risks. There are currently no green risks.
8. None of the current risks scores have increased. One current risk score has decreased: EF 007, which has been reduced to Amber to reflect the treatment works done on Ramorum.
9. The target score for ten risks is amber and for the other four is green.
10. The target score for OSD EF 001 has increased to a 6 (Amber) to recognise the level of H&S risk we are willing to accept, given the variety of activities which take place at Epping Forest.
11. The detail of the individual Epping Forest 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.

The Commons

12. There are nine risks currently identified across the Commons. These are:

- TC 001 Health and Safety Failure (amber, score 8)
- TC 002 Local Planning Issues (amber, score 12)
- TC 004 Tree Diseases and Other Pests (red, score 16)
- TC 005 Climate and Weather (amber, score 8)
- TC 006 Pond Embankments, Burnham Beeches (green, score 4)
- TC 007 Rural Payment Agency Grants (red, score 16)
- TC 008 Kenley Revival Project (green, score 1) (Proposed for removal)
- TC 009 Glider Operations – Kenley Airfield (amber, score 6)

- TC 010 Kenley Revival Project – Conservation Works (amber, score 6) (New)

13. There are currently two red risks, four amber risks and two green risks.

14. One risk score, TC 001 – Health and Safety Failure, has increased its score, but remains at Amber. The score has been increased to reflect the departmental assessment of H&S risk, in line with the assessment grid at Appendix 1. Mitigation work remains in place.

15. The target for five of the risks remains amber and the other four remain green.

16. OSD TC 008 – Kenley Revival Project is proposed for removal as the project itself moves to Business As Usual. The status of this project has improved significantly and it reports at Green. The remaining issues will be covered under a new risk.

17. OSD TC 010 – Kenley Revival Project – Conservation Works is a new risk to cover the remaining conservation works at Kenley. This new risk is reporting at Amber, rating 6. Further information about this risk can be found in Appendix 3.

18. The detail of the individual risks for the Commons is shown in Appendix 3. This also shows the actions that are being undertaken to reduce the current risk score to the target risk score.

Corporate & Strategic Implications

19. The Departmental and Divisional Risk Registers will help us achieve the Corporate Plan 2018 – 2023 aim to:
- Shape outstanding environments

Within which they 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 for Epping Forest and The Commons is addressed by the production of these Risk registers, 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 – Epping Forest Divisional Risk Register
- Appendix 3 – The Commons Divisional Risk Register
- Appendix 4 – Matrix to show Epping Forests current and target risks on the Corporate risk scoring grid
- Appendix 5 - Matrix to show The Commons current and target risks on the Corporate risk scoring grid
- Appendix 6 – Risk History Report

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