

<b>Committee:</b>	<b>Date:</b>
Hampstead Heath, Highgate Wood & Queen's Park Committee	9 September 2020
<b>Subject:</b> Hampstead Heath, Highgate Wood and Queen's Park Risk Management	<b>Public</b>
<b>Report of:</b> Director of Open Spaces	<b>For Decision</b>
<b>Report Author:</b> 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 Open Spaces Department reports on 10 departmental risks. These were agreed at the Open Spaces & City Gardens Committee on 16 July 2020.

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 seven reportable risks managed by the Superintendent of Hampstead Heath which report to this Committee. All seven of the risks are reported amber. None of the risks are reported red.

Risks related to COVID-19 are managed corporately under a separate risk register which was accepted by Audit and Risk Management on 2 June 2020. Risks relevant to this committee have been attached at Appendix 4 for information.

### Recommendation

Members are asked to note the report and:

- Approve the Hampstead Heath, Highgate Wood and Queen's Park Risk Register (Appendix 2).

## **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. On 16 July 2020 the Open Spaces and City Gardens Committee received and agreed the Departmental Risk Register which identified ten Departmental risks:
  - OSD 001 – Health and safety (Amber)
  - OSD 002 – Extreme weather and climate change (Amber)
  - OSD 004 – Repair and Maintenance of Buildings and Structural Assets (Red)
  - 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 a major event in central London on the tourism business at Tower Bridge and Monument (Amber)
  - OSD 010 – Ultra Low Emission Zone (ULEZ) Fleet Purchase Risk (Amber)
  - CR32 – Wanstead Park Reservoirs (Red) (Corporate risk)
5. There have been no changes to these Departmental risks since they were last reported on 9 December 2019.
6. Risks related to COVID-19 are managed corporately under a separate risk register which was accepted by Audit and Risk Management on 2 June 2020. Risks relevant to this committee have been attached at Appendix 4 for information.

### **Hampstead Heath, Highgate Wood and Queen's Park Risks**

7. There are seven reportable risks identified across Hampstead Heath, Highgate Wood and Queen's Park. These are:
  - OSD NLOS 002: Outbreak of Fire in Woodland / Heathland (Amber, score 8) (Increased)
  - 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 8) (Increased)
- OSD NLOS 008: Maintenance of Divisional buildings and equipment (Amber, score 12) (Increased – reporting resumed)
- OSD NLOS 011: Impact of housing and population and transport increase (Amber, score 12)

8. We currently report on seven amber risks. There are currently no red risks.

#### **‘Current Risk’ scores that have changed since last reported**

9. Three of the current risks scores have changed:

- NLOS 002 increased from Green (4) to Amber (8)
- NLOS 007 increased from Amber (6) to Amber (8)
- NLOS 008 increased from Green (2) to Amber (12)

10. OSD NLOS 002 – Outbreak of Fire in Woodland / Heathland has been increased from Green (4) to Amber (8) to recognise both the extremely dry summer and the increase in visitor numbers throughout lockdown. This is a seasonal risk which we expect to fluctuate throughout the year based on reporting periods, but at the time of reporting, this is considered a notable risk.
11. OSD NLOS 007 – Hampstead Heath Water Bodies including Bathing Ponds, has increased from Amber (6) to Amber (8). The likelihood of this risk event occurring has risen due to the increased visitor numbers and incidence of illegal entry into unsanctioned bathing ponds or sites out of lifeguarded hours. Additional security patrols have been implemented and staff are monitoring the bathing areas to mitigate the risk.
12. OSD NLOS 008 - Maintenance of Divisional buildings and equipment has increased from Green (2) to Amber (12). This risk had previously ceased to report to Committee due to the low score, but budgetary pressures have increased the risk likelihood up to a 3 and the impact to a 4, and reporting to Committee will resume. This risk has increased due to the lack of Cyclical Works Programme (CWP) budget available to the Department over the next three years, and the risk to capital funding for certain projects which fall under this risk.

#### **Target Risk Scores**

13. The target risk score for six of the risks is amber. One of the target scores is green.
14. One target risk scores has increased:
- NLOS 008 from Green (2) to Amber (6)
15. NLOS 008 target score has increased to better match the current risk position. If Capital works funding is confirmed, we anticipate being able to drop this risk back down to Amber (6), but concerns about CWP budget remain, and we do not anticipate being able to reduce the risk further in the expected timeframe.

16. The six 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 or maintain at the current 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
- Appendix 4 – OSD COVID-19 Risks

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