

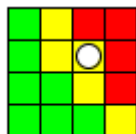
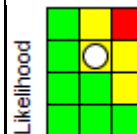

OSD Hampstead Heath, Highgate Wood and Queens Park Risk Report

Report Author: Martin Falder

Generated on: 21 August 2020



Rows are sorted by Risk Score

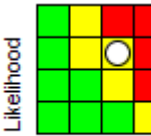
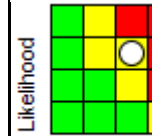

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 008 Maintenance of Divisional buildings and equipment 10-Aug-2015	Cause: Inadequate proactive and reactive maintenance; failure to identify and communicate maintenance issues Event: Operational or public building become unusable Impact: Service capability disrupted; ineffective use of staff resources; damage to corporate reputation; increased costs for reactive maintenance. Delay will have operational impact. Overrun of additional work programme.	 Likelihood Impact	12	Risk has risen from 2 to 12. This risk was previously not reported to Committee, due to its low score, but due to the rise in Likelihood and Impact, we will again be reporting to Committee for monitoring. This score has increased due to the lack of Cyclical Works Programme budget available to the Department over the next three years. There is a risk that the Division will not get capital funding for projects such as the Athletics Track or the Queen's Park Toilets. Capital money that has already been allocated but not yet reached Gateway 5 may be reviewed again due to COVID-19 financial pressures placed on the City Corporation. 21 Aug 2020	 Likelihood Impact	6	31-Mar-2020	 Increasing

Appendix 2 – HHHWQP Committee Risks

Bob Warnock								g
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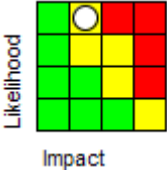
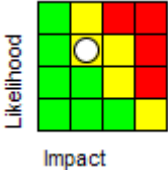

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD NLOS 008 a	Asset review is being carried out with Surveyor's Dept. Review of assets is an ongoing process	Review is cyclical and ongoing. This is co-ordinated between the City Surveyor's department and local teams.	Richard Gentry	12-Aug-2020	31-Mar-2021
OSD NLOS 008 b	Client Liaison meetings are held regularly to discuss issues and raise concerns about Building Repairs and Maintenance and Projects. Regular review process	Ongoing Action. Client Liaison meetings are taking place. APFM in regular contact with internal Divisional stakeholders.	Richard Gentry	12-Aug-2020	31-Mar-2021
OSD NLOS 008 c	East Heath Car Park Capital Project	A budget re-evaluation has impacted project progress. Currently awaiting value engineering exercise prior to gateway 5 sign-off.	Richard Gentry; Bob Warnock	12-Aug-2020	31-Dec-2020
OSD NLOS 008 d	Capital project to refurbish the Queens Park Toilets.	Due to go to gateway 3/4 by end of October.	Richard Gentry; Bob Warnock	12-Aug-2020	31-Oct-2020

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Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 011 Impact of housing and population and transport increase 23-Jun-2016 Bob Warnock	Causes: Planning Authorities obligation to meeting housing demand. Fail to monitor and challenge planning applications. Lack of resource to employ specialist support or carry out monitoring/research. Lack of partnership working with relevant Planning Authorities. Event: Large houses, buildings or other developments on land affecting the Open Spaces. Impact: Potential increase in visitor numbers and recreational pressure. Increased air, light and noise pollution and consequent potential decline in biodiversity and tranquillity. Further increases in traffic volumes on local road network. Ground compaction and resulting associated effects on tree and plant health. Wear and tear to sports pitches. Lack of budget to facilitate repairs.	 Likelihood Impact	12	The risk remains unchanged. We continue to liaise with partners and stakeholders regarding planning applications which may impact upon Hampstead Heath and the wider Division. We are currently liaising with Camden in relation to their plans to extend the cycle network in the borough, specifically including the Heath, in response to COVID-19. 12 Aug 2020	 Likelihood Impact	12	31-Mar-2021	 Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD NLOS 011 a	Maintain a close partnership with Planning Authorities. Supt and Officers in contact with the London Borough of Camden, Barnet, Brent and Haringey in regard to planning issues which may impact the open spaces.	Ongoing, division to make representation as necessary. Stakeholders, e.g. Consultative Group and Hampstead Heath, Highgate Wood and Queen's Park Committee updated as appropriate.	Richard Gentry	12-Aug-2020	31-Mar-2021
OSD NLOS 011 b	Respond to consultation on the local plans to help influence the content of the documents.	Ongoing. Response to planning issues as necessary. No change. Stakeholders, e.g. Consultative Groups, Hampstead Heath, Highgate Wood and Queen's Park Committee are updated when necessary.	Richard Gentry	12-Aug-2020	31-Mar-2021
OSD NLOS 011 c	The North London division monitors planning activity in order to ensure it does not impact the open spaces.	Ongoing. Response to planning issues as necessary. Relevant planning applications are monitored. No change. Stakeholders, e.g. Consultative Groups, Hampstead Heath, Highgate Wood and Queen's Park Committee are updated when necessary.	Richard Gentry	12-Aug-2020	31-Mar-2021

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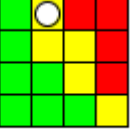
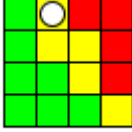

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 002 Outbreak of Fire in Woodland / Heathland 10-Aug-2015 Bob Warnock	Causes: Extreme hot weather and a lack of rain leads to dry grass and woodland. Visitors improperly using site for barbeques, disposing of cigarettes, campfires. Event: Large-scale fire. Impact: Possible loss of life, serious injury to staff, visitors, contractors and volunteers. Damage to site. Ecological damage caused to environment. Service capability is disrupted: increased demand for staff resource to respond to incidents and maintain safety of site and visitors: loss of species: temporary site closure and associated access: increased costs for reactive management; damage/loss of fragile/rare habitats and species.		8	Risk has increased due to the number of recent fires which have been found / reported by staff and members of the public. Fire Risk Register is reviewed weekly. Visitor numbers and anti social behavior have seen an increased number of fires lit. Hot, dry weather causes grass to be more susceptible to fire. Staff remain vigilant and have access to equipment to douse burning embers if necessary. Likelihood has increased, bringing score from 6 to 8, due to dry spell. Continuing to monitor fire severity index. 20 Aug 2020		6	31-Dec-2020	 Increasing

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD NLOS 002 a	Staff are made aware of extreme weather events and 'Trigger Events.' Managers and Supervisors receive weather warnings and this information is shared with staff.	Ongoing action. Fire safety audits are currently being undertaken with the CoL Fire Safety Team, aiming to complete by the end of the year.	Richard Gentry	12-Aug-2020	31-Dec-2020
OSD NLOS 002 b	Review Emergency Action Plan. Review carried out annually or following incident if appropriate.	Review and update continues annually or after an emergency event.	Richard Gentry	20-Aug-2020	31-Mar-2021

Appendix 2 – HHHWQP Committee Risks

		Trigger Event Policy compliments this plan. Signage is displayed at key locations, reminding visitors not to light fires or barbeques. Social media messaging has also been used to deliver this message.			
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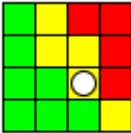
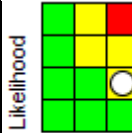

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 004 Plant and Tree Disease	Causes: Inadequate biosecurity, buying of infected trees, plants or animals, spread of windblown OPM (oak processionary moth) from adjacent sites Event: Tree disease including Massaria, Ash Die Back, Oak Processionary Moth. Sites become infected by animal, plant or tree diseases Impact: Service capability disrupted, Public access to sites restricted, tree decline, reputational damage, substantial cost of removal of OPM, risk to human health from OPM	Likelihood  Impact	8	The threat of OPM across the North London Division is not diminishing, we continue with the Forestry Commission led management on a targeted caterpillar spray and nest removal.	Likelihood  Impact	8	31-Mar-2021	
				Staff continue to manage Massaria and Horse chestnut bleeding canker.				
				The tree team work with the Forestry Commission in conjunction with the London Tree Officers Association on an annual inspection program looking at 53 plots around London for the presence of Canker Stain of Plane (<i>Ceratocystis platani</i>) and <i>Xylela fastidiosa</i> .				
				Staff continue to be vigilant and inspect for all the other tree pest and diseases on the list. Of which we do have Chalara die back of ash at NLOS which currently is not a major concern.				
10-Aug-2015 Bob Warnock				12 Aug 2020				Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD NLOS 004 a	This action relates to tree and plant procurement methods in the North London division.	Tree provenance is considered, the Division will source and use planting stock consistent with best practice guidance. Ongoing action.	Richard Gentry	12-Aug-2020	31-Mar-2021

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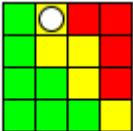
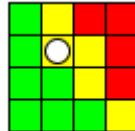

OSD NLOS 004 b	This action relates to the identification and treatment against Oak Processionary Moth in the North London division.	<p>The threat of OPM across The Hampstead Heath Division is not diminishing, we continue with the Forestry Commission led management on a targeted caterpillar spray and nest removal.</p> <p>Staff continue to manage Massaria and Horse chestnut bleeding canker.</p> <p>The tree team work with the Forestry Commission in conjunction with the London Tree Officers Association on an annual inspection program looking at 53 plots around London for the presence of Canker Stain of Plane (<i>Ceratocystis platani</i>) and <i>Xylela fastidiosa</i>.</p> <p>Staff continue to be vigilant and inspect for all the other tree pest and diseases on the list. Of which we do have Chalara die back of ash at NLOS which currently is not a major concern.</p>	Richard Gentry	12-Aug-2020	01-Nov-2020
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Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 006 Ensuring the Health and Safety of staff, contractors, visitors and volunteers 10-Aug-2015 Bob Warnock	Cause: Poor understanding and/or delivery of Health and Safety policies, procedures and safe systems of work; inadequate training; failure to implement results of Divisional H & S Audits; dynamic risk assessments not undertaken. Security, antisocial behaviour, dealing with members of the public. Event: Staff or contractors undertake unsafe working practices Impact: Death or injury of a member of staff, contractor or a member of the public, reputational damage; financial penalty	 Likelihood	8	Risk remains unchanged. H&S works continue. 12 Aug 2020	 Likelihood	8	31-Mar-2021	 Constant

Action no	Action description	Latest Note			Action owner	Latest Note Date	Due Date
OSD NLOS 006 a	Continue with annual H & S site Audits. Sites will carry out audits by peers from within Division. Audits usually take place in August and are signed off later in the year.	This is an ongoing item, reviewed annually. These were completed for 2019 and contributed to the OS Certificate of Assurance.			Richard Gentry	12-Aug-2020	31-Mar-2021
OSD NLOS 006 b	Divisional H & S meetings take place. Staff informed, consulted and updated on H & S matters	Divisional H & S meetings continue, attendance is monitored. The Division has input at a Dept level. Ongoing action.			Richard Gentry	12-Aug-2020	31-Mar-2021

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Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD NLOS 007 Hampstead Heath Water bodies including Bathing Ponds 10-Aug-2015 Bob Warnock	Cause: Improper use of water bodies. Members of the public swimming in unauthorised areas. Swimming outside of designated zones/times. Swimmers fail to pay attention to acclimatisation requirements. Insufficient signage, poor maintenance of banks Event: Death or serious injury of member of public, contractor or staff in ponds. Unable to effect safe rescue of swimmer/person in pond. Impact: Possible legal challenge. Emotional impact on staff. Reputational risk. Financial penalty	 Likelihood Impact	8	Risk has increased from 6 to 8 due to COVID lock down and the commensurate rise in visitors entering facilities and water outside of operational hours. COVID-19 restrictions required the swimming facilities to be closed until 9 July 2020 Staff are deployed at bathing ponds from 8am - 7pm. Illegal entry in to the ponds appears to be before 7am and after staff have left facilities. The City Corporation security contractor has been providing night time patrols with two dog handlers monitoring access in to the ponds on Hampstead Heath. Where necessary, they have removed people from the water via verbal commands. Instances reported of people entering water in non-lifeguarded ponds while staff are on duty. City Corporation staff are reporting these instances and people have been removed via verbal instruction to leave the waters. Ponds have now reopened for swimming with new booking facilities, which may go some way to mitigating the risk over time. 20 Aug 2020	 Likelihood Impact	6	31-Oct-2020	 Increasing

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Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD NLOS 007 a	This action relates to training for lifeguards and operational / maintenance staff to ensure the safety of water bodies and swimmers in the North London division.	Ongoing -Training needs and requirements are identified in staff performance reviews and 1:1 meetings throughout the year.	Richard Gentry	12-Aug-2020	31-Mar-2021
OSD NLOS 007 b	Appropriate signage at ponds Weekly - Signage is checked as part of Ranger duties, this includes checking gates are locked and life rings are in place - ongoing	This remains an ongoing issue for monitoring. Signage, specifically at water bodies, is checked by Ranger team as part of their weekly patrols and defects reported for repair or replacement.	Bob Warnock	12-Aug-2020	31-Mar-2021
OSD NLOS 007 c	Safety equipment accessible at ponds Weekly - Checks are carried out by life guards within their facilities Monthly – Safety equipment is checked as part of Ranger duties.	Constant – safety equipment is checked by Ranger Team / Lifeguards as part of their weekly patrols and defects reported for repair or replacement. Extendable reach poles have been purchased for fixed locations and mobile patrol vehicles. Underwater CCTV equipment is used to survey around each of the swimming facility diving areas.	Bob Warnock	12-Aug-2020	31-Mar-2021

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Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD NLOS 003 a	Alerts issued to staff via Met Office. Review processes 6 monthly or following an extreme weather event	No change. Trigger Event Policy embedded in to our way of working. Met Office Data is reviewed weekly and responded to accordingly by Duty Manager and Duty Supervisor. Ongoing weekly management through RAID Log process to monitor and manage extreme weather events and to support weekly resource planning process.	Bob Warnock	12-Aug-2020	31-Mar-2021
OSD NLOS 003 b	Site plans reviewed annually or following incident if appropriate. Reviews usually conducted in September and agreed later in the year.	Review of Emergency Action Plan was completed last year. Habitual fire action plan was updated in January of this year. Call out of staff after hours continues successfully through Southern Monitoring.	Richard Gentry	12-Aug-2020	31-Mar-2021

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