

OSD C&C Detailed Risk report

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Generated on: 06 February 2020

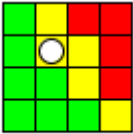
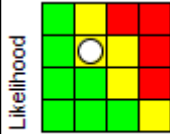



Rows are sorted by Risk Score

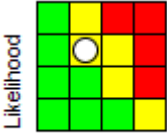
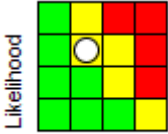

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
OSD CC 003 Deterioration of buildings, plant and machinery 19-Aug-2015 Gary Burks	Causes: Inadequate proactive and reactive maintenance; failure to identify and communicate maintenance issues Event: Operational or public buildings become unusable. Plants and trees die due to reduced maintenance capacity. Impact: Service capability disrupted; ineffective use of staff resources; damage to corporate reputation; increased costs for reactive maintenance		6	AWP budgets remain at zero for 20/21. Risk to buildings remains at the same level currently, but is projected to increase if AWP budget is not increased to deal with the growing bow wave of projects from the 20 year plan for 21/22. Zero AWP budget is compounded by moratorium on spending for fabric breakdown since October 2019. 06 Feb 2020		4	31-Oct-2020	 Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
OSD CC 003 b	Continue to develop relationship with City Surveyors and ways of working to ensure CWP works are delivered Regular meetings with CS's Property Facilities Managers The Superintendent was engaged in the development of the 2017 R&M specification and tender documents	Actions are ongoing. No further development at present.	Gary Burks	05-Feb-2020	31-Jul-2020

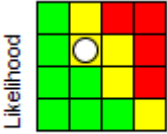
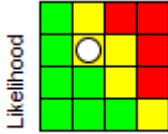

OSD CC 003 d	Until the Cremator replacement project is completed, there is a risk of the ageing cremators breaking down beyond repair and therefore affecting our ability to offer as many cremation times to the public.	Tender process is underway and aims to complete Monday 10 February. Remain on track to replace over summer 2020. Timescales can't be confirmed until tenders are returned.	Gary Burks	05-Feb-2020	31-Oct-2020
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OSD CC 009 Systems Failure 01-Jun-2016 Gary Burks	Cause: IT systems including telephony fail Effect: Unable to operate as per normal. Unable to access Gower system. Unable to speak to funeral directors, doctors and internally across the site Impact: Burials and cremations may have to be cancelled/no bookings can be taken. Burials in the wrong graves. Loss of income. Reputational damage	 Likelihood	6	Current risk and target score remain unchanged. 05 Feb 2020	 Likelihood	6	31-Aug-2020	 Constant

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OSD CC 009 a	Review continuity plans on a regular basis and following significant systems failures Ensure staff are familiar with 'alternate operations' as detailed in the continuity plans IS partners aware that C&C is recognised as a 'critical' service and failures are treated as a priority.	Wifi now installed. Manual systems for funeral bookings are in place. Contingency systems in place. Database has been moved to a new server. After some initial teething issues, this seems stable at present.	Gary Burks	05-Feb-2020	31-Mar-2020

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 CC 010 Extreme weather 21-Jun-2016 Gary Burks	Cause: Strong winds causing significant tree damage within the cemetery and crematorium landscape Effect: Roads closed, exclusion of the public, disruption to funerals Impact: Significant cost to division and possible loss of income/ negative publicity	 Likelihood	6	Current and target risk score remain unchanged. A snow and ice policy is in place, which was reviewed this year and shared with other parts of the department as an example of good practice. 05 Feb 2020	 Likelihood	6	31-Aug-2020	 Constant

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OSD CC 010 a	A significant storm could (and has in the past) cause significant damage to tree stocks and buildings meaning that for a short period of time the cemetery roads could be closed and block, and one or more buildings could be out of action. This is managed through: <ul style="list-style-type: none"> • Tree inspections • Maintain staff with chainsaw qualifications 	Ongoing monitoring action. As previously: <ul style="list-style-type: none"> • Trees are surveyed and inspected with advisory works carried out. A group of staff within the cemetery team are trained in the operation of chainsaws for clearing fallen trees. • It is unlikely that storm damage would close the modern crematorium building but could damage other service chapels and block roads. The cemetery and crematorium service has 6 service chapels. No change, with 3,500 trees around the site, the risks associated with high winds remain.	Gary Burks	05-Feb-2020	31-Jul-2020

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 CC 011 Tree and plant diseases 21-Jun-2016 Gary Burks	Cause: Tree Disease or infestation Effect: Loss of tree stock or exclusion of the public from certain areas of the cemetery Impact: Partial closure of site or loss of mature trees and the affect that this would have on the landscape	 Likelihood	6	No change to this risk in the past six months. Current and target risk score remain unchanged. Monitoring works are a part of BAU. Actions for this risk are similar to the actions for OSD CC 010, as they focus on active monitoring of tree stock. Massaria checks carried out at high level twice a year with removal of infected limbs. Massaria, bleeding canker, and OPM are on site, but monitoring and agreed works (spraying and nest removal for OPM) take place. The level of identified stock remains the same. Next set of OPM checks takes place around a month before spraying - anticipated for March / April. 05 Feb 2020	 Likelihood	6	01-May-2020	 Constant

Action no	Action description	Latest Note			Action owner	Latest Note Date	Due Date

