

# West Wickham and Spring Park Risk Register (excluding completed actions)

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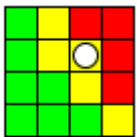
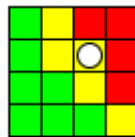



Rows are sorted by Risk Score



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/Risk Approach	Flight path
ENV-NE-WWSP 009 Maintenance of buildings and other structures  15-Jun-2022 Allan Cameron	<p><b>Cause:</b> Inadequate level of service provided by City Surveyor's Department to maintain buildings and other structures.</p> <p><b>Event:</b> Structures become unsafe or unusable.</p> <p><b>Effect:</b> Potential serious injury to a member of the public, or member of staff; disruption to service delivery/performance; financial loss; reputational damage as a result of legal action and/or negative publicity.</p>	 Likelihood Impact	16	<p>The key issue at West Wickham and Spring Park is the large, wooden corporate image (byelaw) boards located across the sites.</p> <p>The local team has undertaken an update of the previous audit of byelaw boards which was carried out by the City Surveyor's Department (CSD) in 2019. Since this audit, further boards have been found defective and removed.</p> <p>Concerns about the general situation are raised at quarterly client liaison meetings with CSD.</p>	 Likelihood Impact	12	30-Jun-2023	
							Reduce	

## Appendix 6

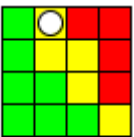
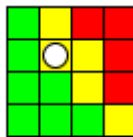
Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE- WWSP 009a Monitoring	Monthly site infrastructure checks.	Continual monitoring of byelaw boards and other structures.	Allan Cameron	26-Aug-2022	30-Jun-2023

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/Risk Approach	Flight path
ENV-NE-WWSP 002 Damage to sites 24-Feb-2022 Allan Cameron	<p><b>Cause:</b> The sites are more popular than in previous years, linked to people enjoying local natural environments which are free of charge. Increased population and housing in the local area.</p> <p><b>Event:</b> Long-term environmental damage, with a particular focus on protected landscapes and Sites of Special Scientific Interest (SSSI) which are not designed for such high visitor numbers.</p> <p><b>Effect:</b> Ecological and environmental damage; reputational damage; loss of grants related to preservation; increased spend required to maintain sites/mitigate damage.</p>	 <p>Likelihood</p>	12	<p>We are seeing a continual increase in visitor numbers and general population growth which we cannot influence. Therefore, we accept that we cannot reduce the possibility of the risk occurring. However, we continue to encourage people to use the sites responsibly.</p> <p><b>26 Aug 2022</b></p>	 <p>Likelihood</p>	12	Accept	




Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-WWSP 002a Establish a Conservation Ranger post	Recruit to the vacant Conservation Ranger post.	We will recruit a Conservation Ranger who will monitor development applications and undertake detailed ecological surveys.	Allan Cameron	26-Aug-2022	31-Oct-2022

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/Risk Approach	Flight path
ENV-NE-WWSP 004 <b>Local Planning Issues</b>  24-Feb-2022 Allan Cameron	<b>Cause:</b> Pressure on Planning Authorities to meet housing targets; failure to monitor and challenge housing and other development plans; lack of partnership working with Planning Authorities and inclusion in Local Development Plans; lack of resources to employ specialist support or carry out necessary monitoring/research. <b>Event:</b> Large housing or other developments on land affecting the sites. <b>Effect:</b> Increase in visitor numbers and general recreation pressure; potential decline in biodiversity due to disturbance and habitat quality; increase in air, light and noise pollution; decrease in water availability; increased hydrological pollution risk; increased traffic on local road network.	 Likelihood	8	Local plans continue to be developed and are scrutinised and commented on by officers when required. Staffing capacity is currently unable to manage the volume of work associated with commenting on local plans.  However, we now have funding to recruit a full-time Conservation Ranger which will provide greater capacity for responding to these issues and enable us to be more proactive.  <b>26 Aug 2022</b>	 Likelihood	6	31-Mar-2024	
							Reduce	

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-WWSP 004c Establish a Conservation Ranger post	Recruit to the vacant Conservation Ranger post.	We will recruit a Conservation Ranger who will monitor development applications.			Allan Cameron	26-Aug-2022	31-Oct-2022

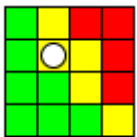
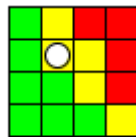

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-WWSP 005 <b>Tree Diseases and Other Pests</b>  24-Feb-2022 Allan Cameron	<b>Cause:</b> Inadequate biosecurity; purchase or transfer of infected plants, soil and animals. 'Natural' spread of pests and diseases from neighbouring areas e.g. Oak Processionary Moth (OPM) and foot and mouth disease. <b>Event:</b> Sites become infected by animal, plant or tree diseases. <b>Effect:</b> Service capability disrupted; ineffective use of staff resources; reputational damage; loss of species; temporary site closures and associated access; increased costs for reactive maintenance; threat to existing conservation status of sites, particularly those with woodland habitats.	Likelihood  Impact	8	Ash Dieback: Cost of future Ash Dieback management is unknown; local risk budgets are not resourced sufficiently to meet costs. Local tree safety inspections deal with immediate risk, but we are unable to predict with any certainty the condition of trees and their likelihood of infection over the next two to three years.  <b>26 Aug 2022</b>	Likelihood  Impact	6	31-Mar-2025	
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-WWSP 005a Staff training	Ensure staff training is kept updated to enable timely identification of pests and knowledge of correct treatment/ prevention.	Ongoing. Training needs are reviewed at regular team meetings, and proactively promoted via HSIG and other corporate boards.  Needs are also reviewed at six-monthly divisional Health and Safety meetings.	Allan Cameron	26-Aug-2022	31-Mar-2023
ENV-NE-WWSP 005b Inspections	Annual tree inspections undertaken by qualified personnel.	Ongoing. Inspections continue on a scheduled basis or if and when the need arises.	Allan Cameron	26-Aug-2022	31-Mar-2023
ENV-NE-WWSP 005c Partnerships	Active involvement with leading partners such as Forestry Commission and Natural England	This is ongoing.	Allan Cameron	26-Aug-2022	31-Mar-2023
ENV-NE-WWSP 005d Biosecurity	Measures in place for staff, volunteers and contractors including public messages	This is ongoing.	Allan Cameron	26-Aug-2022	31-Mar-2023
ENV-NE-WWSP 005e Tree Safety Policy	Review The Commons' Tree Safety Policy tri-annually.	The Commons' Tree Safety Policy is reviewed every three years. It was last reviewed in July 2021 and will be reviewed again in July 2024.	Allan Cameron	26-Aug-2022	01-Aug-2024

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/Risk Approach	Flight path
ENV-NE-WWSP 001 <b>Budget reduction and income loss</b>  24-Feb-2022 Allan Cameron	<b>Cause:</b> Potential reduction in budget and income: reduction of income from car park charging; loss of income from rental properties. <b>Event:</b> Reduced budget and income. <b>Effect:</b> Potential staff reductions and inability to provide key services; financial failure; failure to achieve strategic objectives; significant reduction in service to users; reputational damage.	 Likelihood	6	The Target Operating Model process is yet to be concluded and associated budget reductions are yet unknown. This is beyond our control and we are unable to reduce the risk in the foreseeable future.  However, a Countryside Stewardship grant has been secured until 2026 and two vacant properties have been rented out, one with a long-term tenant until 2027, and the other on a rolling residential annual contract. These help to offset previous budget cuts.  <b>26 Aug 2022</b>	 Likelihood	6	Accept	

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-WWSP 001a Risk review	Keep risk under regular review.	This risk is kept under regular review.			Allan Cameron	26-Aug-2022	31-Mar-2023

## Appendix 6

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<b>ENV-NE-WWSP 006 Climate and Weather</b> 24-Feb-2022 Allan Cameron	<b>Cause:</b> Severe wind events, prolonged precipitation or restricted precipitation. May be climate change influenced <b>Event:</b> Severe weather/climate impacts; fire, flood and storm events (potentially increasing in frequency). <b>Effect:</b> Service capability disrupted; increased demand for staff resources to respond to incidents and maintain site safety; loss of species; temporary site closures and associated access; increased costs for reactive management; injury or death to staff, visitors, contractors and volunteers; damage/loss of rare/fragile habitats and species.	Likelihood  Impact	6	We accept this risk but work on site continues to mitigate the impact of extreme weather events should they happen.  26 Aug 2022	Likelihood  Impact	6	Accept	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-WWSP 006a Fire management	Review and update Fire Management plan bi-annually. Habitat fire management and monitoring policies and plans in place which link to staff training and local emergency services.	Site maps currently under construction in collaboration with local fire services. Detailed fire maps to be developed by the end of September 2022 and emergency action plans to be updated.	Allan Cameron	28-Aug-2022	30-Sep-2022
ENV-NE-WWSP 006b Storms	Storm monitoring and management and closure policies are in place at the site and linked to high staff awareness and training.	The sites continue to monitor and respond to warnings of extreme weather.	Allan Cameron	26-Aug-2022	31-Mar-2023
ENV-NE-WWSP 006c Climate change	Understand the potential impacts of climate change on West Wickham and Spring Park. Engage in climate change research and debate.	Ongoing research and dialogue.	Allan Cameron	26-Aug-2022	31-Mar-2023