



## Ashtead Common Risk Register

Report Author: Joanne Hill

Generated on: 02 May 2023

Rows are sorted by Risk Score


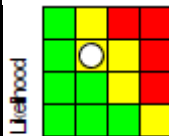
Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-AC 004 Local Planning Issues  24-Feb-2022	<p><b>Cause:</b> Pressure on Planning Authorities 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.</p> <p><b>Event:</b> Increase in housing or other developments on land affecting Ashtead Common.</p> <p><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; increase in traffic on local road network.</p>	<p>Likelihood</p> <p>Impact</p>	8	<p>Local plans continue to be developed and are scrutinised and commented on when required.</p> <p>Epsom and Ewell Council have begun consultation on a new Local Plan that could see significant residential development in the vicinity of Ashtead Common. Locally there are limited resources to engage with this process. For this reason the risk score has been increased to 'likely / serious'. This will be an extended consultation process, therefore the target date has been set to March 2025.</p> <p>The Local Plans of Mole Valley and Kingston generally protect the immediate environs of Ashtead Common. However, possible areas for development are identified within the general area, and this could increase pressures on the Common in the long term.</p>	<p>Likelihood</p> <p>Impact</p>	6	31-Mar-2025	
				26 Apr 2023			Reduce	

**Appendix 3**

Andy Thwaites							
---------------	--	--	--	--	--	--	--

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-AC 004c Ongoing Review	Keep situation under regular review.	This situation is kept under regular review.	Andy Thwaites	26-Apr-2023	31-Mar-2024

## Appendix 3


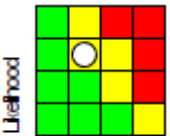
Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-AC 009 <b>Maintenance of buildings and other structures</b>           15-Jun-2022 Andy Thwaites	<p><b>Cause:</b> Poor condition of buildings and other structures, combined with inadequate planned and/or reactive maintenance, reduced CWP budget and limited capital programme.</p> <p><b>Event:</b> Structures, specifically byelaw boards, deteriorate to an unsafe condition.</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>	 <p style="text-align: center;">Impact</p>	<b>8</b>	<p>Byelaw boards may deteriorate over time with lack of preventative maintenance. They may become unsound and present a health and safety risk.</p> <p>External contractors have assessed three boards as needing to be replaced.</p> <p>The boards are monitored on a regular basis and defects are reported to City Surveyor's (CSD) Facilities Management Team to address.</p> <p>The CWP has not allocated any money for this issue for the 2023/24 financial year, therefore CSD do not have the resources to carry out necessary works.</p> <p>In the interim, local staff do remove any unsafe byelaw boards themselves.</p> <p>We continue to work with City Surveyor's to resolve service delivery issues.</p>	 <p style="text-align: center;">Impact</p>	<b>6</b>	31-Mar-2024	
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-AC 009a Regular monitoring	Monitor byelaw boards, report on condition and remove any which become unsound.	Byelaw boards are monitored on a regular basis. Any which become unsafe are removed.	Andy Thwaites	25-Apr-2023	31-Mar-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-AC 005 Tree Diseases and Other Pests          24-Feb-2022 Andy Thwaites	<b>Cause:</b> 'Natural' spread of pests and diseases from neighbouring areas e.g. ticks and Lyme Disease and Oak Processionary Moth (OPM). <b>Event:</b> Individuals are affected by Lyme Disease or suffer allergic reaction to OPM. <b>Effect:</b> Staff and other individuals suffer severe long-term health effects; service capability disrupted; damage to corporate reputation; increased costs for reactive maintenance.		6	<p>We accept that we cannot reduce this risk for the foreseeable future, but we have put in place a range of reasonable measures to limit the effects as far as we can.</p> <p>An action plan is in place for Lyme Disease, including adjustments to staff work schedules to reduce the risk of exposure.</p> <p>Tick/Lyme Disease information cards have been produced for volunteers, contractors and visitors to Ashted Common.</p> <p>OPM is endemic and widespread at Ashted Common but appears to be subject to natural controls which have suppressed numbers.</p> <p><b>25 Apr 2023</b></p>		6		
							Accept	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-AC 005e Tree Safety Policy	Review The Common's Tree Safety Policy tri-annually and the local site risk map annually.	The Commons' Tree Safety Policy is reviewed every three years: next due in July 2024. The local site risk map is reviewed annually: next due in June 2023.	Andy Thwaites	25-Apr-2023	30-Jun-2023
ENV-NE-AC 005f Risk review	Keep risk under regular review.	The situation is kept under review and further measures will be implemented if and when they become necessary.	Andy Thwaites	26-Apr-2023	30-Jun-2023

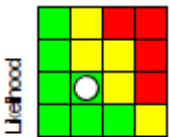
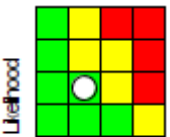

## Appendix 3

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-AC 006 Climate and weather  24-Feb-2022 Andy Thwaites	<p><b>Causes:</b> Climate change causes severe wind, drought or floods to occur more frequently.</p> <p><b>Event:</b> More frequent and severe storms or fires at Ashtead Common.</p> <p><b>Effect:</b> Injury or death to staff, visitors, contractors and volunteers; damage/loss of rare/fragile habitats and species; service capability disrupted; temporary site closures; increased demand for staff resources to respond to incidents and maintain site safety; increased costs for reactive management.</p>	 <p>Likelihood</p> <p>Impact</p>	6	<p>Fire is by far the biggest risk to Ashtead Common. Although a number of measures are taken to manage the impact of this risk, we are unable to reduce the likelihood of it occurring.</p> <p><b>25 Apr 2023</b></p>	 <p>Likelihood</p> <p>Impact</p>	6	Accept	

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-AC 006a Fire management	Review and update Fire Management Plan bi-annually. Habitat fire management and monitoring policies and plans are in place and link to staff training and local emergency services.	Major emergency plan produces were shared with Surrey Fire and Rescue in May 2022. This will next be done in May 2024, unless changing circumstances require an interim review.			Andy Thwaites	25-Apr-2023	31-May-2024
ENV-NE-AC 006b Storms	Storm monitoring & management and closure policies are in place and are linked to high staff awareness and training	The site continues to monitor and respond to warnings of extreme weather.			Andy Thwaites	26-Apr-2023	31-Mar-2024
ENV-NE-AC 006c Climate change	Understand the potential impacts of climate change on Ashtead Common. Engage in climate change research and debate.	Ongoing research and dialogue continues.			Andy Thwaites	26-Apr-2023	31-Mar-2024

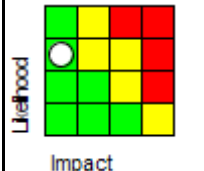
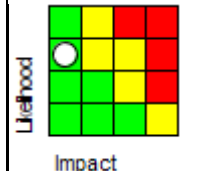
Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-AC 008 Water pollution          27-May-2022 Andy Thwaites	<p><b>Cause:</b> Pollution of the Rye Brook.</p> <p><b>Event:</b> Polluted water poured into road drain; misconnection into the surface water system from other utilities.</p> <p><b>Effect:</b> Toxins and/or biohazards introduced into the watercourse threatening the health of people and animals; damage/loss of rare/fragile habitats and species; adverse local media coverage.</p>	<p>Lifehood</p> <p>Impact</p>	6	<p>Thames Water identified and corrected nine misconnections during summer 2022 and there have been noticeably fewer pollution instances since.</p> <p>Designs have been produced for a reedbed filtration system that could remove contaminants (although this would be expensive to create). However, in light of the recent apparent improvements, we will gather baseline data over the coming year to assess whether such a system would still be beneficial.</p> <p>The Rye Brook is regularly monitored, including kick sampling and measurement of phosphate levels.</p> <p><b>26 Apr 2023</b></p>	<p>Lifehood</p> <p>Impact</p>	2	31-Mar-2031	
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-AC 008b Data gathering exercise	Gather baseline data to determine whether a reedbed filtration system would be beneficial.	During 2023, we will gather baseline data to assess whether progressing the project to construct a reedbed filtration system is still required, in view of the apparent improvements seen in summer 2022.	Andy Thwaites	26-Apr-2023	31-Dec-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-AC 001 Budget reduction and income loss  24-Feb-2022 Andy Thwaites	<p><b>Cause:</b> Potential reductions in budget and income.</p> <p><b>Event:</b> The City of London reduces its budget for Ashtead Common, or external funding is reduced.</p> <p><b>Effect:</b> Financial failure; failure of key services; loss of staff; failure to maintain habitats on site; reduction in the ability to manage threats; significant reduction in service to users; reputational damage.</p>	 <p>Likelihood</p> <p>Impact</p>	4	<p>This risk remains low for Ashtead Common. The need for an additional member of staff for Ashtead Common has been identified, funded and the post is now filled.</p> <p>Additional Countryside Stewardship funding has been secured for the next ten years. Therefore, the current likelihood of this risk occurring is 'unlikely'.</p> <p><b>26 Apr 2023</b></p>	 <p>Likelihood</p> <p>Impact</p>	4	Accept	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-AC 001a Risk review	Keep risk under regular review.	This risk is kept under regular review.	Andy Thwaites	26-Apr-2023	31-Dec-2023

## Appendix 3

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-AC <b>010 Industrial action by emergency services</b>  10-Feb-2023 Andy Thwaites	<p><b>Cause:</b> The emergency services (e.g. Fire Brigade or Ambulance Service) undertake industrial action.</p> <p><b>Event:</b> Emergency services are not available/or are slow to respond to incidents at Ashted Common.</p> <p><b>Effect:</b> Reduced ability to control wildfires; lack of urgent medical assistance for injured persons. Increased possibility of injury or death to staff, visitors, contractors and volunteers; damage/loss of rare/fragile habitats and species; service capability disrupted; temporary site closures; damage to CoL property; increased demand for staff resources to respond to incidents and maintain site safety.</p>	 <p>Likelihood</p> <p>Impact</p>	3	<p>Should the emergency services take industrial action, contingency plans will be implemented to minimise the impact of this risk. We accept the risk at its current level as we are doing everything possible to mitigate the impact, but the likelihood of the risk occurring is beyond our control.</p> <p>Fire Management and Habitat Management Plans include appropriate contingency measures. In the event of industrial action by the ambulance service, high-risk activities such as tree-climbing would be paused and planned events would be assessed and modified, postponed or cancelled as appropriate should continuing with them be deemed unsafe.</p> <p>Staff monitor reports of potential or confirmed industrial action and implement relevant contingency plans as necessary.</p> <p>Staff are fully conversant with the relevant local plans and the CoL’s Fire Safety ‘Industrial Action Contingency Advice’ document as it applies to the site.</p> <p><b>26 Apr 2023</b></p>	 <p>Likelihood</p> <p>Impact</p>	3	Accept	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-AC 010a Fire	Implement appropriate controls within the Fire Management Plan and The Commons	Days on which industrial action takes place are classed as ‘high risk’ days and ‘The Commons Habitat Fire Action Plan’ will be enacted accordingly (no burning, increased patrols etc).	Andy Thwaites	26-Apr-2023	31-Mar-2024



management	Habitat Fire Action Plan.	<p>Maps within the 'Major Emergency Plan' will help in a slow response/unfamiliar fire crew/army reserves scenario.</p> <p>Proactive work to manage firebreaks and residential boundaries to increase the resilience of Ashted Common to wildfire will also help in a slow/no response scenario.</p> <p>Staff are conversant with the content of the CoL's 'Industrial Action Contingency Advice' document as it applies to their site.</p>			
ENV-NE-AC 010b Events and high-risk activities	Assess safety of planned events and high-risk activities.	<p>High-risk activities such as tree-climbing would be paused or have additional controls applied should the emergency services be unavailable.</p> <p>All planned events are risk-assessed to ensure appropriate controls are in place to address fire, health and safety, and other risks. If it is considered that it would be unsafe to proceed with an event in the absence of external emergency service availability, a decision would be taken to modify, postpone or cancel as appropriate.</p>	Andy Thwaites	26-Apr-2023	31-Mar-2024