

# Epping Forest Risk Register

Generated on: 01 March 2024



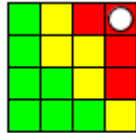
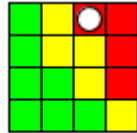

Rows are sorted by Risk Score

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	Current Risk score change indicator
ENV-NE-EF 004 Decline in Condition of Assets  19-Aug-2015 Jacqueline Eggleston	<p><b>Causes:</b> Insufficient maintenance resource; failure to implement recommendations; damaging activity by visitors to the Forest.</p> <p><b>Event:</b> Failure to meet statutory regulations and checks. Assets deteriorate to unusable/unsafe condition.</p> <p><b>Effect:</b> Poor condition of assets; loss of value; cost of repair; fines from Local Authority and other statutory bodies. Reputational risk (including media coverage, stakeholder group escalations and Consultative Group complaints); inability to deliver corporate objectives.</p>		32	<p>The current score of this risk remains 32 (likely / extreme) due to the ongoing deterioration of assets across the Forest, including Grade II listed and heritage assets, and no identified funding for remediation. This has resulted in increased reputational and H&amp;S risks and decreased ability to deliver corporate objectives.</p> <p><b>01 Mar 2024</b></p>		24	30-Sep-2024	
							Reduce	

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 004d	Schedule of statutory checks and visits held and carried out by City Surveyor's or delegated to site.	Comprehensive Fire Risk Assessment Audits have been carried out across all Epping Forest sites with no local actions outstanding.	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025
ENV-NE-EF	Joint inspection of all buildings including residential by	COVID-19 and changes of staff in the City Surveyor's Department (CSD) have delayed	Jacqueline	01-Mar-	31-Mar-

## Appendix 1

004e	site and City Surveyor's to capture maintenance needs. Required annually.	progress. Some empty lodges have been visited for condition surveys. A proposed CSD SLA indicates that CSD are likely to withdraw their attendance at these inspections.	Eggleston	2024	2025
ENV-NE-EF 004g	Put actions and processes in place which ensure the upkeep and development of the Forest.	At Great Gregories, the replacement of the asbestos roof on the small barn has been postponed further under CWP, with no future date identified.  Planning permission has been granted for the Roofing for Pad1. This is a Spend to Save project subject to a 40% Defra grant which has been agreed and extended; the shortfall is being made up from the local risk trading account.  Where possible, local risk money is being invested to fill gaps in maintenance left by inadequate CWP provision. This includes a review of car park surfacing and prioritisation of associated works.	Jacqueline Eggleston	01-Mar- 2024	31-Mar- 2025
ENV-NE-EF 004j	Monitor the path network annually and carry out necessary maintenance.	The path network is monitored on an annual basis, and a maintenance programme prepared to address issues raised.  We have £250k RASC funding, recently confirmed after review, for environmental damage to paths caused by high levels of use by visitors.	Jacqueline Eggleston	01-Mar- 2024	31-Mar- 2025
ENV-NE-EF 004k	<i>Fleet replacement programme</i>	<b><i>This action has been completed and will be removed from the risk register.</i></b> <i>Some remaining assets such as vehicles, tractors and other mobile agricultural machinery are exceeding their operational life and failing increasingly tight environmental standards, such as the extension of ULEZ. All replacements must be funded by local risk as no central fund is available. Budget has been prioritised for a series of replacements, using part exchange, hire purchase or other financial arrangements to allow the most efficient replacement of assets, prioritised by risk.</i>	Jacqueline Eggleston	01-Mar- 2024	31-Mar- 2024
ENV-NE-EF 004l	Maintain the condition of the scheduled ancient monuments (SAMs). Improve the current state of knowledge of the extent of the monuments. Protect the monuments from erosion due to visitor activities.	Conservation Management Plans are in place for Loughton Camp and Ambresbury Bank to manage the conflicting risks of protection of the Scheduled Ancient Monuments (SAMs) and the veteran trees upon the monuments.  The SAMs at Purlieu Bank (2 sections) and The Temple at Warlies Park are subject to ongoing review. A Conservation Management Plan is complete for The Temple.  Specific plans are being prepared to alter public use of SAMs to prevent erosion. Signage and patrols are in place.  We undertook a LiDAR of all SAMs during winter 2022/23, while trees were not in leaf. Results have been transferred to GIS and will be the subject of a 2-3 year analysis which will prioritise the SAMMS and inform future protection measures.	Jacqueline Eggleston	01-Mar- 2024	31-Mar- 2025

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	Current Risk score change indicator
<p>ENV-NE-EF 017 Tree failure</p>	<p><b>Cause:</b> Large numbers of older, more vulnerable trees throughout Epping Forest which require regular inspection and works to prevent failure. A rise in tree disease combined with extreme weather conditions due to climate change exacerbate the risk. Staff shortages due to the Target Operating Model (TOM) process have resulted in insufficient staff resources to complete necessary works.  <b>Event:</b> More frequent tree failures. Greater risk during high winds, particularly when accompanied by heavy rainfall, and when trees are in leaf.  <b>Effect:</b> Public safety - people (serious injury/death) and property; loss of trees; loss of habitat; insurance claims; reputational damage.</p>	 <p>Lifehood</p> <p>Impact</p>	<p>32</p>	<p>This risk is actively managed with regular inspections of trees according to Forest-wide risks zones as well as the Severe Weather Protocol which is implemented in the event of large storms/high winds.</p> <p>At 24 March 2023, the risk score was set to the maximum (likely/extreme) largely due to a single Poplar tree identified as dangerous in close proximity to the M25 and high voltage power cables. Following legal advice, the City of London served notice on the power company to resolve the matter. The Chief Lawyer has written to the power company asking them to commit to fell the tree (we will work with them to arrange access) and we are now waiting for their response, via the legal process. Once this matter is resolved, the risk score will be reassessed and lowered if appropriate.</p> <p>Annual tree surveys have been carried out but works arising, particularly at the amber zones, have not been completed due to recruitment restrictions and larger numbers of trees requiring work being identified. These works are unlikely to be completed this year but Red zones are being prioritised.</p> <p>A recent survey identified additional works. A further survey is currently underway and is due to complete in</p>	 <p>Lifehood</p> <p>Impact</p>	<p>16</p>	<p>30-Apr-2024</p>	

## Appendix 1

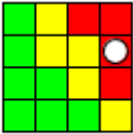
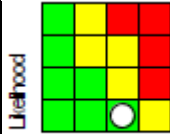

20-Apr-2023 Jacqueline Eggleston			<p>April.</p> <p>A series of storms in January resulted in an increased number of tree failures.</p> <p>We are currently recruiting arborists to address the backlog and we have tendered a second contract for external support. Work is also underway to seek additional resourcing to address the backlog.</p> <p><b>01 Mar 2024</b></p>			Reduce	Constant
-------------------------------------	--	--	---	--	--	--------	----------

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 017a	Carry out tree safety survey and works.	<p>Annual tree surveys have been carried out but works arising, particularly at the amber zones, have not been completed due to recruitment restrictions and larger numbers of trees requiring work being identified. However, Red zones are being prioritised.</p> <p>A recent survey identified additional works. A further survey is currently underway and is due to complete in April.</p> <p>We are currently recruiting arborists to address the backlog and we have tendered a second contract for external support. Work is also underway to seek additional resourcing to address the backlog.</p>	Jacqueline Eggleston	01-Mar-2024	31-Dec-2024
ENV-NE-EF 017b	Continue to enforce the Severe Weather Protocol as appropriate and keep it under regular review.	<p>A Severe Weather Protocol is in place which details planning and response, in particular to high winds. We are unable to 'close' the Forest during such events but social media and staff broadcast messages to warn members of the public to avoid the Forest, and serious or large scale events are followed by a programme of walking trails and paths to find and action resulting dangers such as hanging tree limbs.</p> <p>The Protocol will be reviewed during March 2024.</p>	Jacqueline Eggleston	01-Mar-2024	31-Mar-2024
ENV-NE-EF 17c	Resolve the issue with the Poplar tree in close proximity to the M25.	At 24 March 2023, the risk score was set to the maximum (likely/extreme) largely due to a single Poplar tree identified as dangerous in close proximity to the M25 and high voltage power cables. Following legal advice, the City of London served notice on the power company	Jacqueline Eggleston	01-Mar-2024	30-Apr-2024

## Appendix 1

		<p>to resolve the matter. The Chief Lawyer has written to the power company asking them to commit to fell the tree (we will work with them to arrange access) and we are now waiting for their response, via the legal process. The Corporate Health and Safety Team has allocated resource to help clarify and expedite.</p> <p><b>We have extended the due date of this action to the end of April and are keeping the matter under continual review.</b></p>			
--	--	---	--	--	--

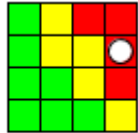
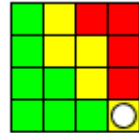

## Appendix 1

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	Current Risk score change indicator
ENV-NE-EF <b>006 Failure of raised reservoirs</b>  19-Aug-2015 Jacqueline Eggleston	<p><b>Cause:</b> Inadequate design; insufficient prescribed maintenance; leaks compromising dam integrity; failure to implement Panel Engineer’s recommendations; failure to keep dams clear of vegetation; failure to evaluate large water body capacities; disputed ownership/responsibility for one LRR.</p> <p><b>Event:</b> Severe rainfall event resulting in overtopping of embankments, leading to erosion of dam and potential collapse.</p> <p><b>Effect:</b> Loss of life; damage to downstream land/property; litigation; risk of prosecution; reputational harm; damage to/loss of habitat and associated rare species; fines from Environment Agency.</p>	 <p style="text-align: center;">Impact</p>	24	<p>A Design-Build contractor for the Baldwins Pond project has been appointed. Works are contracted and are due to commence in Summer 2024.</p> <p><b>01 Mar 2024</b></p>	 <p style="text-align: center;">Impact</p>	4	31-Oct-2024	 Constant
							Reduce	

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 006a	Statutory inspection visits by engineer - 6 monthly in March and October.	Twice yearly inspections completed on schedule as agreed with the Panel Engineer.	Laura Lawson	01-Mar-2024	31-Mar-2024
ENV-NE-EF 006c	Weekly inspection of reservoirs/dam.	Ongoing action. Digital Blue Books are being completed at agreed intervals. Formal recording has moved to an online process.	Laura Lawson	01-Mar-2024	31-Mar-2024
ENV-NE-EF 006e	Undertake scoping evaluations for Baldwins Pond.	A Design-Build contractor has been appointed for the Baldwins Pond project. Works are contracted and are due to commence in Summer 2024.	Jacqueline Eggleston	01-Mar-2024	31-Oct-2024
ENV-NE-EF 006f	Maintenance of Rookery Wood, Tudor Square Pond. Conservation management of Copped Hall.	<p>District Surveyor's Division to fund and plan maintenance works. A plan to schedule the structure and seek Countryside Stewardship Funding for some dam elements was approved by Committee in November 2022. We are currently looking at further survey work on heritage and biodiversity value with Historic England to explore options on the site and possible funding. This may have medium-term implications beyond 2024 for beginning to access site and explore modifying the earthworks in the long term. There is no funding from the Cyclical Works Programme at present. A draft report on the Historic England assessment has been submitted to the CoL.</p> <p>A £470k CWP bid has been submitted for the sluice gates at Rookery Wood due to the deteriorating conditions.</p>	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025

## Appendix 1

		<p>The most recent Panel Engineer inspection raised a notice of concern in relation Tudor Square Pond sluice gates. We are making a Capital Bid to address this safety issue.</p> <p>This will be linked to the Copped Hall Conservation Management Plan which has been completed and is currently out for consultation. District Surveyor's Division has carried out assessment works of the in-place dam structure and LiDAR mapping.</p> <p><b>The due date of this action has been extended to March 2025 to allow time for the necessary funding to be sought and works to be completed.</b></p>			
--	--	---	--	--	--

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	Current Risk score change indicator
<b>ENV-NE-EF 018 Wanstead Park Reservoirs</b>	<p><b>Cause:</b> Gradual deterioration of the fabric of the reservoirs and / or excessive rain.</p> <p><b>Event:</b> Risk that the reservoirs may overtop and be washed away, leading to a cascading breach.</p> <p><b>Impact:</b></p> <ul style="list-style-type: none"> <li>• Potential for loss of life or injury to staff/residents.</li> <li>• Legal action by the Environment Agency.</li> <li>• Low level flooding of the park and surrounding residential/commercial areas.</li> <li>• Damage to a listed landscape.</li> <li>• Requirement for significant immediate CoL funds to repair damage.</li> <li>• Civil claims/financial loss claims made from residents/businesses.</li> <li>• Adverse effect on the reputation of the City corporation (local/national media interest).</li> <li>• Park closed for several weeks.</li> </ul>	 <p>Lifehood</p> <p>Impact</p>	<p>24</p>	<p>Engineering study completed November 2020 recommended a lower level of activity required than originally envisaged. While the Large Raised Reservoirs (LRRs) are classified as High Risk under the Reservoirs Act 1975 and the Flood and Water Management Act 2010, their Dam Category of C or D means that the outcome of failure is relatively small. A further additional assessment of the interaction between the River Roding and Ornamental Waters has been undertaken.</p> <p>The project progressed through Gateway 4 in January 2023.</p> <p>Detailed designs for dam strengthening works and the reinstatement of the up-cascade pumping system are now being progressed with procurement having been delayed.</p> <p>The City Surveyors are progressing works to reinstate the River Roding pumphouse and other land drainage works to increase water supply to the Ornamental Water. This has been delayed due to funding issues which have now been resolved. An application for winter abstraction is due to be submitted to the Environment Agency.</p> <p>The GLA Fund SuDS Feasibility</p>	 <p>Lifehood</p> <p>Impact</p>	<p>8</p>	<p>30-Nov-2024</p>	

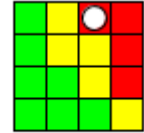
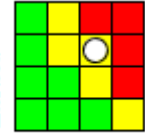



## Appendix 1

09-Dec-2019 Emily Brennan				<p>report was finalised in February 2023. A bid to Round 2 of the Green and Resilient Spaces Fund was submitted but was unsuccessful. Alternative approaches to funding this are now being considered. Proposals are underway to partially clear the Lost Spur in Heronry and create a wetland/reedbed in this area.</p> <p>In October 2021, a weekly inspection of the Perch Pond dam revealed a leak in the vicinity of the outflow structure. This remains under in consultation with the supervising Panel Engineer.</p> <p>The target date for reducing the risk score has been extended to November 2024.</p> <p><b>01 Mar 2024</b></p>				Reduce	Constant
------------------------------	--	--	--	---	--	--	--	--------	----------

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE 007d	Confirm to EA that measures in the interest of safety have been completed.	<p>The Supervising Panel Engineer is kept up to date with the project's progress during their six-monthly inspections of the lakes, during which the Panel Engineer determines if further action is required. The next inspection is due in March 2024.</p> <p>Gateway 4 approval has now been received.</p>	Tim Munday	01-Mar-2024	30-Nov-2024
ENV-NE 007h	A Gateway 5 report will be prepared to request funding and permission to progress works on site. Procurement and progression of detailed designs, tendering for site works, gaining required permissions, design consultation, enabling works and to works to begin on site.	Tender and procurement documentation is being prepared and possible consultants and contractors are being identified. Procurement exercise has been delayed to align with other works in the park. Exercise is now expected to take place in Spring 2024. The due date of the action has been extended accordingly.	Tim Munday	01-Mar-2024	19-Sep-2024

## Appendix 1

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	Current Risk score change indicator
<p><b>ENV-NE-EF 008 Negative impacts from pests and diseases</b></p> <p>19-Aug-2015 Jacqueline Eggleston</p>	<p><b>Cause:</b> Lack of adequate controls on international trade encourages transmission of invasive non-native species (INNS), pests and pathogens; inadequate site biosecurity often through conscious public release of organisms within the Forest.</p> <p><b>Event:</b> Sites become occupied by such organisms which can lead to the decline, hybridisation or loss of key native species due to out-competition/disease transmission. Some organisms have health protection issues particularly moths producing urticating hairs and terrapins carrying <i>Salmonella</i> (DT 191a).</p> <p><b>Effect:</b> Loss or decline of key species; temporary site closures; increased costs of monitoring and control. Threat to existing conservation status of sites. Harm to individuals or spread of disease.</p>	 <p>Life/hood Impact</p>	<p><b>16</b></p>	<p>Ramorum: Rhododendron regrowth continues to require treatment by spraying. A current Ramorum outbreak is being dealt with. Annual inspections are carried out and will next be done in late 2024.</p> <p>Ash Dieback: There are no obvious changes, but if weather patterns continue, this is likely to lead to larger ash deterioration. This is being picked up by existing monitoring in target zones but remains a concern.</p> <p>Sooty bark disease: This remains a significant problem and now forms a major part of the annual Hazardous Tree Programme.</p> <p>Harmful algal blooms (HABs): Under nutrient-rich eutrophic conditions Cyanobacteria (Blue-Green Algae) can produce HABs producing harmful toxins which can kill wild animals, livestock and pets and induce skins rashes and sickness in humans. This is a seasonal issue as it is driven by increasing temperatures and low water levels.</p> <p><b>01 Mar 2024</b></p>	 <p>Life/hood Impact</p>	<p><b>12</b></p>	<p>31-Dec-2024</p>	
							<p>Reduce</p>	<p>Constant</p>

## Appendix 1

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 008c	Develop a Natural Environment Divisional approach to INNS, pests and pathogens.	Monitoring for pests and diseases is part of our ongoing processes. Each and any new disease is dealt with according to the appropriate lead body, e.g. APHA. We will work with colleagues across the Natural Environment Division to develop a division-wide approach to INNS, pests and pathogens.	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025
<i>ENV-NE-EF 008j</i>	<i>Develop a biosecurity policy and then implement.</i>	<b><i>This action has been completed and will be removed from the risk register.</i></b> <i>Appropriate biosecurity measures are in place and used as part of business as usual.</i>	<i>Jacqueline Eggleston</i>	<i>01-Mar-2024</i>	<i>31-Dec-2024</i>
<i>ENV-NE-EF 008k</i>	<i>Undertake a weekly survey of bird fatalities.</i>	<b><i>This action is now complete and will be removed from the register.</i></b> <i>The outbreak of Avian Influenza has been declared over.</i>	<i>Laura Lawson</i>	<i>01-Mar-2024</i>	<i>31-Mar-2024</i>
ENV-NE-EF 008l	Actions in response to notification of a nearby Bovine Tuberculosis breakdown (loss of OFT status).	We continue to test the herd for Bovine TB as required by Defra.	John Phillips	01-Mar-2024	31-Mar-2025
ENV-NE-EF 008m	HABs monitoring and awareness raising.	A reactive process for HABs is in place. Visual inspections increase over the summer months. Positive testing for HABs by the Environment Agency will lead to health warning signage and social media messaging.	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025

# Appendix 1

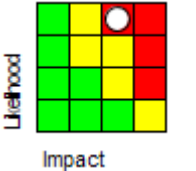
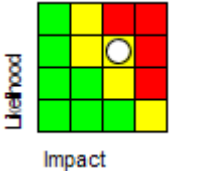
Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Current Risk score change indicator
ENV-NE-EF 012 Loss of forest and buffer land and/or concession of prescriptive rights  19-Aug-2015 Tristan Vetta	<p><b>Cause:</b> Lack of single definitive reference point for Epping Forest boundaries and accesses.</p> <p><b>Event:</b> Failure to recognise encroachments or legal limitation by the failure to act within a reasonable period of time.</p> <p><b>Effect:</b> Compromised statutory responsibility through loss of forest and buffer land to encroachment; concession of prescriptive rights and loss of potential income; significant costs and jeopardy of litigation in recovering rights; harm to City of London’s reputation as Conservators.</p>	<p>Life/hood</p> <p>Impact</p>	16	<p>The risk remains at the same level. We have not yet achieved the target to reach Amber due to test case issues (as below) and insufficient resources in terms of completing on-site surveys. The target date has been adjusted to reflect this.</p> <p>Test cases put forward so far are too old to legally challenge, so we are not preferred at this time. We are currently seeking advice from the Legal Team as to how to address the remaining encroachments.</p> <p>Access audit phase one (desk-based review) has been completed. However, more than half of the 38 compartments are still to have a ground-truthing field visit to assess the issues with access on the ground. Therefore, risk remains of potential prescriptive rights being developed. A dedicated Wayleaves Officer has been recruited to address concession of rights.</p>	<p>Life/hood</p> <p>Impact</p>	12	31-Jul-2024	Constant
							Reduce	

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF	Undertake audits of all 38 Forest compartments and buffer	A dedicated Wayleaves Officer has recently been recruited to address concession of rights.	Tristan	01-Mar-	31-Mar-

## Appendix 1

012b	land.	Audits will be completed when the team is at full complement.	Vetta	2024	2025
ENV-NE-EF 012d	Work with the City Surveyor's and the Comptroller and City Solicitor's Departments to consider whether legal action is required to settle disputes.	Test cases brought forward are too old for challenge. A draft EFCC report collates all potential historic encroachments with a view to resolve the remaining encroachments. This draft is currently with the Legal Team for their comment. <b>The due date of this action has been extended accordingly.</b>	Tristan Vetta	01-Mar-2024	31-Jul-2024

# Appendix 1

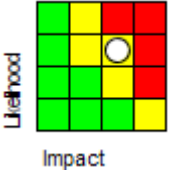
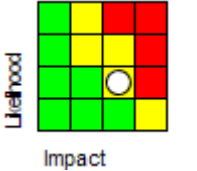

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Current Risk score change indicator
ENV-NE-EF 015 Impacts of anti-social behaviour on staff and site  19-Aug-2015 Jacqueline Eggleston	<b>Cause:</b> Crime; irresponsible dog owners; rough sleepers; user conflict; trespass; alcohol; unlicensed activity. <b>Event:</b> Fly tipping, litter, dog fouling, dog attacks, abandoned/burnt out vehicles, traveller incursions, anti-social, irresponsible or unsafe behaviour. <b>Effect:</b> Negative PR; injury to visitors; insurance claims; police exclusion zones; rise in crime rates; illegal occupancy of Forest land; increase in costs of managing public behaviour.		16	We work in partnership with a range of Police and Anti-Social Behaviour managers to manage this risk.  We have put in place a range of controls to limit the effects and which should reduce the risk score in time.  <b>01 Mar 2024</b>		12	30-Jun-2024	Constant
							Reduce	

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 015b	Implementation and monitoring of PSPOs and other dog control measures on sites.	PSPOs have been reviewed for Epping Forest District Council. A Code of Conduct for responsible dog walking is in place. This is not high priority at present for enforcement, but we are monitoring and taking action where appropriate.	Laura Lawson	01-Mar-2024	31-Mar-2025
ENV-NE-EF 015f	Develop stronger links and become a trusted partner with EFDC, LBWF, LBR and LBN. New relationships with officers in local authorities need creating/developing following staff changes Ongoing action	We now work in partnership with a range of Police and ASB managers to address this risk. This is an ongoing action.	Laura Lawson	01-Mar-2024	31-Mar-2025
ENV-NE-EF 015i	Take appropriate action to address cases of anti-social, irresponsible and unsafe public behaviour.	Officers continue to monitor rough sleeping, fly-tipping, anti-social behaviour and conflict between forest users. They work with appropriate local authorities and agencies to deal with individual cases.	Laura Lawson	01-Mar-2024	31-Mar-2025
ENV-NE-EF 015j	Develop an Enforcement Policy to deal with public behaviour which contravenes the Epping Forest byelaws.	This policy will ensure that City of London staff, those we regulate, and other stakeholders and partners are aware of the intent and principles underpinning our approach to the action we may take when managing unlawful activity in Epping Forest.  A draft Policy has been prepared and will be presented to Committees in due course.	Laura Lawson	01-Mar-2024	30-Jun-2024
ENV-NE-EF 015k	Produce guidance and plans to encourage safe and responsible use of the Forest.	<b><i>This action is complete and will be removed from the risk register.</i></b> <i>Activity based codes of conduct or guidelines for cycling, dog walking, fishing and horse</i>	Jacqueline Eggleston	01-Mar-2024	30-Jun-2024

## Appendix 1

		<p><i>riding have been developed and are available online.</i></p> <p><i>A general code of conduct for visiting Epping Forest, based on the Countryside Code has been developed. Widespread distribution of this needs further work.</i></p> <p><i>The Epping Forest Communications plan includes key messages about behaviour and respect for others.</i></p>			
--	--	--	--	--	--

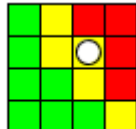

# Appendix 1

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	Current Risk score change indicator
ENV-NE-EF 003 Risk for health and safety  19-Aug-2015 Jacqueline Eggleston	<b>Cause:</b> Poor understanding and/or delivery of Health and Safety policies and procedures; failure to link work activity with adequate procedures; risk assessments and safe systems of work not undertaken or completed incorrectly; inadequate appropriate training; failure to implement the results of audits. <b>Event:</b> Staff, volunteers, contractors or licensees undertake unsafe working practices. Insufficient staff numbers and heavier workload for those who are in post. <b>Effect:</b> Injury or death of staff, volunteers, contractors, licensees or members of the public; prosecution by HSE and/or Police; increased insurance premiums; harm to City's reputation; fine levied by HSE; staff experience higher levels of physical and mental stress.		12	<p>We continue to prioritise all necessary monitoring, audits and risk assessments.</p> <p>A programme of training will be required as we move forward with recruitment and cross skilling into new structures.</p> <p>We will review our Emergency Plan by the end of March 2024.</p> <p><b>01 Mar 2024</b></p>		8	31-Mar-2024	  Constant
							Reduce	

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 003c	Staff roles linked to essential and desirable training needs. Continual and annual review.	A health and safety training (operational) system is in place and established. Expiring training is known in advance and scheduled. A training matrix link to induction and new starters is in place. This is an ongoing action.	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025
ENV-NE-EF 003e	Clear role and responsibilities set out in documentation and reinforced by training. Structure of local H&S meeting arrangements enables cascading of decisions, issues, responsibilities and communications.	All roles and responsibilities are outlined and clarified in the agreed local Health and Safety statement. Due to the current vacancies, there are gaps in responsibilities which are being prioritised on a risk basis. The Emergency Plan is being reviewed during March 2024. Health and safety communications will also be reviewed.	Jacqueline Eggleston	01-Mar-2024	30-Apr-2024
ENV-NE-EF 003f	H&S checks undertaken annually for all refreshments and food outlets under licence in the forest, excluding ice cream vans	Statutory checks of licensees take place as necessary. This is an ongoing action.	Tristan Vetta	01-Mar-2024	31-Mar-2025
ENV-NE-EF 003g	Provide support to staff experiencing physical and mental stress due to work.	Staff whose wellbeing has been affected by the restructure process have been referred to Occupational Health and the Employee Assistance Programme. Recruitment is in process to alleviate excess workloads.	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025



# Appendix 1

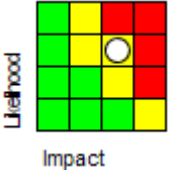
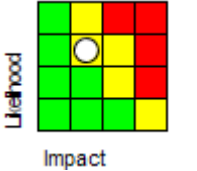

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Current Risk score change indicator
ENV-NE-EF 010 Negative impacts of development and encroachment           19-Aug-2015 Jacqueline Eggleston	<p><b>Cause:</b> Lack of suitable protections in Epping Forest Acts; Planning Authorities obligations to meet housing targets; failure to monitor and challenge housing and other development plans; lack of resources to employ specialist support or carry out necessary monitoring/research.</p> <p><b>Event:</b> Large housing, transport infrastructure or other developments on land affecting Epping Forest.</p> <p><b>Effect:</b> Change in character to the context and setting of Forest Land; 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.</p>	 <p>Lifelhood Impact</p>	12	<p>The Epping Forest Special Area of Conservation (EFSAC) SAMM Strategy Agreement was sealed by all parties (i.e. LB Waltham Forest; LB Redbridge; Epping Forest District Council; LB Newham; and LB Enfield).</p> <p>This confirms their local plans will provide mitigation monies to address uplift in visitors.</p> <p>Their individual Local Plans cover air pollution mitigation to the SAC and the provision of SANGS (alternate natural greenspaces). The CoL does not, however, receive any money for that as it is for the respective authority to provide.</p> <p>In relation to planning applications on the edge of the Forest, we monitor these and will comment when a risk to the Forest is identified.</p> <p><b>01 Mar 2024</b></p>	 <p>Lifelhood Impact</p>	12	Accept	Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 010a	Epping Forest DC Local Plan: Attend meetings and respond to consultation on the local plan in order to influence the content of the Plan and the Memorandum of	The Epping Forest Special Area of Conservation (EFSAC) SAMM Strategy Agreement has been sealed by all parties (i.e. LB Waltham Forest; LB Redbridge; Epping Forest District Council; LB Newham; and LB Enfield). This confirms their local plans will provide mitigation	Tristan Vetta	01-Mar-2024	31-Mar-2025

## Appendix 1

	Understanding between EFDC and Natural England. LB Waltham Forest Core Strategy and other LA actions plans: Respond to any further consultation.	monies to address uplift in visitors.			
ENV-NE-EF 010c	Development and ongoing work on the Forest Transport Strategy	<p>Progress is being made and the Strategy is now in draft. Meetings are held every two months with the District Council and the intention is to extend consultation to other relevant authorities.</p> <p>Work is continuing on the Forest Transport Strategy. Currently, focus is on the A104 Safety Plan which has been presented to Committee. <b>The due date of this action has been extended accordingly.</b></p>	Jacqueline Eggleston	01-Mar-2024	31-Dec-2024

## Appendix 1

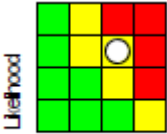
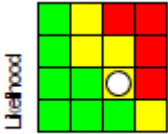
Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Current Risk score change indicator
<b>ENV-NE-EF 013</b> <b>Recruitment of suitable staff and workforce planning</b>  19-Aug-2015 Jacqueline Eggleston	<b>Cause:</b> Previous reliance on memory-based rather than documentary records; retirements amongst ageing workforce; challenge to recruit to some roles due to competitive marketplace. <b>Event:</b> Loss of knowledge and skills. <b>Effect:</b> Extra training needs; challenges with recruitment to some posts.		<b>12</b>	Risk is medium. Some loss of skilled staff due to retirement and staff taking external positions. Where possible, we have taken advantage of opportunities to recruit staff internally to suit capabilities, skills and ambitions. However, with such a large number of outstanding vacancies further succession plans will need to be reviewed in the future.  Staff will be encouraged to participate in departmental talent management programmes and other appropriate learning and development opportunities that arise.  <b>The target date for reducing this risk has been extended to allow time for mitigating actions to be implemented and completed.</b>  <b>01 Mar 2024</b>		<b>6</b>	31-Dec-2024	
							Reduce	Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 013a	Identify key roles where officers are nearing retirement or expressing development needs or desire to leave CoL or the Department. Review this data annually via PDR's and one to ones. Succession plan drawn up by Management Team and agreed by the Assistant Director. HR support for key roles.	A new departmental talent management programme is being considered for 2024. When confirmed, relevant staff will be encouraged to participate in this and other development opportunities that arise.	Emily Brennan	01-Mar-2024	31-May-2024

## Appendix 1

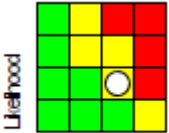
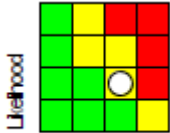
ENV-NE-EF 013b	Increase documentation of memory based knowledge. Ensure that information needed for emergency situations and out of hours is written down forming part of a pack. Move collected data onto the GIS system.	CiviCRM solution has been delivered and has now been implemented throughout the Epping Forest teams.  The StarTraq system for management of PCNs and FPNs is also ready for deployment but delayed due to recruitment and structure pressures in Forest Keeper and Enforcement Team.  A Divisional update of policy and procedure is in progress.	Angela Cater; Laura Lawson	01-Mar- 2024	31-Dec- 2024
ENV-NE-EF 013c	Ability to recruit overlapping positions to allow transfer of knowledge. Budgetary consideration and proactive support from HR.	There will always be budgetary constraints and decisions ARE taken on case-by-case basis but we have successfully done this for the Superintendent role.	Jacqueline Eggleston	01-Mar- 2024	31-Mar- 2024

# Appendix 1

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	Current Risk score change indicator
ENV-NE-EF 016 Budget pressures  18-May-2016 Jacqueline Eggleston	<p><b>Cause:</b> Prices continues to rise putting increased pressure on the Corporation's budgets. Some key Natural Environment Division income streams are also likely to reduce due to revisions to EU common agricultural policy (CAP) regulation, transition from Basic Payment Scheme (BPS) (total cessation in 2027) and UK interpretation and tightening of qualifying eligibility criteria.</p> <p><b>Event:</b> Possible reduction in deficit funding from the CoL; reductions in direct grant available from the Environment Agency or Rural Payments Agency (RPA) to deliver agricultural/conservation activity, especially conservation grazing. NE Division may be unable to deliver spend to profile or income generation programmes to agreed targets and timescales.</p> <p><b>Effect:</b> Adverse impact on service delivery: reduction in income and rising costs mean that less work can be delivered. Reduction or cessation of agricultural/conservation activity, including negative impact on grazing. Reduction / loss of biodiversity, negative impacts on visitor infrastructure and experience.</p>	 <p>Liability Impact</p>	12	<p>There remains a need to achieve savings and manage inflationary pressures. Our focus is currently on car parking, lodge rentals, commercial wayleaves, and public events.</p> <p>An application to the Rural Payments Agency's (RPA) Countryside Stewardship Scheme was submitted in November 2023 which will help address the loss of Basic Payment Scheme (BPS) income. Furthermore, new grant schemes under the Environment Land Management Programme also offer additional income for the future.</p> <p><b>01 Mar 2024</b></p>	 <p>Liability Impact</p>	8	31-Mar-2025	Constant
							Reduce	

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 016e	Working to deficit budget reduction targets by increasing income generation.	<p>Net income from car parking, lodge rentals and commercial wayleaves has met current budgets, but further efficiencies and income enhancement must be found over the coming years.</p> <p>The draft Natural Environment Division's strategies include a focus on income generation. We are also awaiting the outcome of the Natural Environment Charity Review which may present additional opportunities through changes to financial structures and governance. <b>The due date of this action has been extended to allow for the ongoing Natural Environment Charity Review.</b></p>	Jacqueline Eggleston	01-Mar-2024	31-Dec-2024

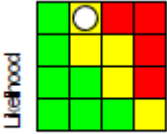
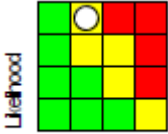
# Appendix 1

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	Current Risk score change indicator
<p><b>ENV-NE-EF 005 Declining Site of Special Scientific Interest (SSSI)/Special Area of Conservation (SAC) Condition</b></p> <p>19-Aug-2015 Jacqueline Eggleston</p>	<p><b>Cause:</b> Lack of appropriate habitat and tree management (pollarding) and lack of grazing pressure; Invasive Non Native Species (INNS); anthropogenic nitrogen deposition; atmospheric pollution; and climate change. <b>Event:</b> Unfavourable assessment by Natural England. <b>Effect:</b> Decrease in % SSSI area in favourable condition (currently 35.42%); decrease in % SSSI area in unfavourable recovering (currently 48.24%); loss of current (HLS) and future grant (e.g. CSS) funding; harm to City's reputation; fines from Natural England and Defra.</p>	 <p>Life/hood Impact</p>	<p><b>8</b></p>	<p>10-year Countryside Stewardship (CSS) Agreement (Forest 1) for part of the SSSI is in place for 2020-2029 and is being delivered; this includes three SSSI units in “unfavourable” condition.</p> <p>Three further applications to cover the remainder of the SSSI, Wanstead Park and Copped Hall are being prepared. Forest 2 was submitted in November 2023 with work planned to start in 2024. The Copped Hall applications may be submitted in 2024.</p> <p>Work is being targeted to address some of the reasons for 'unfavourability' in the units in this second half of the Forest.</p> <p>Expansion of conservation grazing should see an improvement in the grassland management of sites within the SSSI.</p> <p>Damage from visitor pressure has been included in the second CSS application and will be subject to future separate capital CSS applications.</p> <p><b>01 Mar 2024</b></p>	 <p>Life/hood Impact</p>	<p><b>8</b></p>	<p>Accept</p>	<p>Constant</p>

## Appendix 1

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 005a	Make CSS grant application to avoid loss of this vital income stream whilst ensuring habitat management targets are sustainable across 10-year agreement period.	10-year Countryside Stewardship Agreement (Forest 1) for part of the SSSI has been achieved and is being delivered.  A second agreement is being sought for the remainder of the Forest (Forest 2); this was submitted in November 2023 with work planned to start in 2024. A further application for Copped Hall Park has also been agreed by Committee and may be submitted in 2024.	Jacqueline Eggleston	01-Mar-2024	30-Apr-2024
ENV-NE-EF 005b	Create plan of action for 5 compartments within existing resources to ensure consideration of priorities for CSS application.	Natural England officers review the SSSI compartments for reassessment on a rolling basis. They have been encouraged to address the backlog of assessments.	Jacqueline Eggleston	01-Mar-2024	31-Mar-2025

# Appendix 1

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	Current Risk score change indicator
ENV-NE-EF 009 Adverse impacts of extreme weather and climate change  19-Aug-2015 Jacqueline Eggleston	<p><b>Cause:</b> Severe gale and storm events; prolonged precipitation/increased precipitation events; restricted precipitation increasing fire severity.</p> <p><b>Event:</b> Severe weather events including periods of drought; flooding; gales; and increased fire severity.</p> <p><b>Effect:</b> Risk of injury or death to staff, visitors, contractors and/or volunteers; loss of habitat/public access and intensification of visitor pressure on other areas of Forest; damage/loss of rare/fragile habitats and species; incidents increase demand for staff resources to respond to maintain public and site safety; temporary site closures; increased costs for reactive management.</p>	 <p>Likelihood</p> <p>Impact</p>	8	<p>Incident management plan has been updated to incorporate wildfire planning and the JESIP protocols for joint action across authorities. The London Fire Brigade, Fire and Rescue Services have signed off wildfire plans both in London and Essex. There are site visits with Essex Fire and Rescue Service at the end of July / early August to confirm infrastructure is satisfactory. In London, two additional sites are having wildfire response plans prepared.</p> <p>The current risk score remains at Amber 8 (likely; serious) due to dry summers increasing the risk of wildfires and driving sooty bark disease of maples, bleeding canker of horse chestnuts, and Massaria disease of London Plane. We have implemented mitigating actions to maintain the risk at its current level but are unable to reduce it any further for the foreseeable future.</p> <p><b>01 Mar 2024</b></p>	 <p>Likelihood</p> <p>Impact</p>	8	Accept	Constant

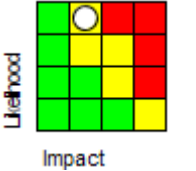
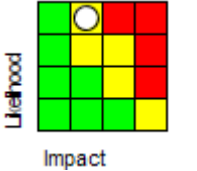
Action no	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-EF 009h	Reduce the impact of grass and heathland fires.	Nine site-specific wildfire response plans have been signed off by the respective Fire and Rescue Services. Site inspections by fire officers have been completed at the London sites.			Jacqueline Eggleston	01-Mar-2024	30-Jun-2024



## Appendix 1

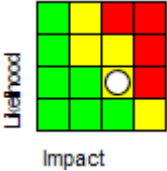
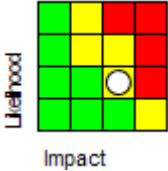
ENV-NE-EF 009i	Maintain fire access zones.	We have increased the frequency of cutting fire access zones to three times per year. Drought limits grass growth but growth recommences quickly when wetter conditions develop.  Fire experience during Summer 2023 showed that these fire access zones have been an effective barrier.	Jacqueline Eggleston	01-Mar- 2024	30-Sep- 2024
-------------------	-----------------------------	--	-------------------------	-----------------	-----------------

# Appendix 1

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	Current Risk score change indicator
ENV-NE-EF 011 Wanstead Park – Heritage at Risk Register  19-Aug-2015 Jacqueline Eggleston	<p><b>Cause:</b> Grade II* Registered Park and Garden, Wanstead Park, has been on the “Heritage at Risk” register since 2009, listed as in declining condition. Further restoration by four landowners is required to halt deterioration in condition and secure continued abstraction licence.</p> <p><b>Event:</b> Failure to complete restoration work.</p> <p><b>Effect:</b> Wanstead Park remains on the Heritage at Risk Register; continuing deterioration of at risk heritage features; education and interpretation opportunities missed; deteriorating state impacts negatively on the City’s reputation; fines from English Heritage in respect of listed buildings.</p>		8	<p>This remains at risk with Historic England (HE). However, there have been productive meetings with HE and the Wanstead Park Liaison Group.</p> <p>Grotto stabilisation works have now been completed, as has the Temple CMP.</p> <p>An application for a Countryside Stewardship grant for 2024 has been approved by Committee.</p> <p><b>01 Mar 2024</b></p>		8	Accept	Constant

Action no	Action description	Latest Note		Action owner	Latest Note Date	Due Date
ENV-NE-EF 011b	Identify potential funding / partners and submit bid. Funders may include HLF.	<p>Funding is being worked on through the Wanstead Park Project Board; a Gateway 5 report for works to the dam was approved in January 2023 for £1.15m. Because of project inflation costs, further funding has now been agreed and the consultants will be engaged in 2024.</p> <p>The principal challenge is that project match funding does not qualify under City capital prioritisation rules.</p>		Jacqueline Eggleston	01-Mar-2024	31-Dec-2024

# Appendix 1

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	Current Risk score change indicator
ENV-NE-EF <b>014 Major Incident resulting in prolonged 'Access Denial'</b>  19-Aug-2015 Jacqueline Eggleston	<p><b>Cause:</b> Pandemic; human error; mechanical failure; deliberate act of terrorism.</p> <p><b>Event:</b> Major incident; terrorism; evacuation of East London; aircraft crash; failure of underground services; major pollution incident from M25; pollution from septic tanks or cattle buildings.</p> <p><b>Effect:</b> Damage to, and loss of, Forest habitat; threat to existing conservation status of sites; reduced income from licensees unable to trade; costs of remediation and staff engagement; fines from Environment Agency for pollution incidents.</p>		8	<p>We have accepted this risk in recognition of how this will remain an active issue in the coming years. We are confident that our work in this area has been successful but will continue to assess protocols going forward.</p> <p>The Emergency Plan worked well during the COVID-19 pandemic and lessons learned during that time have now been incorporated in the Plan and our 'Business as Usual' routines. The Emergency Plan was tested using the JESIP (Joint Emergency Services Interoperability Principles) Framework and has been implemented and supported by additional measures.</p> <p>The Emergency Plan is being reviewed in March 2024.</p> <p><b>01 Mar 2024</b></p>		8	Accept	Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-EF 014a	Ongoing review and updating of the Emergency Plan.	<p>The Emergency Plan worked well during the COVID-19 pandemic and lessons learned during that time have now been incorporated in the Plan and our 'business as usual' routines. The Emergency Plan was tested using the JESIP (Joint Emergency Services Interoperability Principles) Framework and has been implemented and supported by additional measures.</p> <p>The plan is being reviewed in March 2024 and will be kept under regular review.</p>	Jacqueline Eggleston	01-Mar-2024	31-Mar-2024