West Ham Park Risk Register

Generated on: 09 April 2025



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-WH 011 Decline in condition of assets		Impact	Surveys of condition of high priority assets have been undertaken. These will inform further agreements and working with City Surveyor's Department (CSD) to maximise investment in neglected assets, particularly housing in need of improvement and buildings that have income generation potential. Recent approval of maintenance backlog funding is welcome, and work is underway with CSD and other corporate departments to assess, allocate and prioritise the funding to areas of most need. Works are being planned to refurbish the public conveniences and changing rooms at West Ham Park. Quotes are currently being obtained by CSD. Asset registers for built assets are undergoing review and being transferred into a new system with additional	Impact	31-Dec-2025	

Damage to corporate reputation. Increased costs for reactive maintenance. Overrun of additional works programme.	information by CSD. The Assistant Director Charity Development is taking forward recommendations for changes to ways of working with CSD and other corporate departments.		
	The Natural Environment Charity Review is considering alternative funding options, including the use of reserve funds in order for charities to have greater influence over management and investment in their assets.		
24-Feb-2022	09 Apr 2025	Reduce	
Bill LoSasso			

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
	Review condition of assets in conjunction with City Surveyor's Department.	As part of the discussions with the City Surveyor's Department (CSD) to agree roles and responsibilities, the open space charities are seeking to reintroduce a programme of cyclical condition surveys of assets by CSD. In the meantime, local staff perform episodic inspections as capacity allows.		09-Apr-2025	30-Jun-2025
ENV-NE-WH 011b Annual building inspections	Annual inspections of all buildings, including residential, carried out jointly by local teams and City Surveyor's Department to capture maintenance needs.	Annual inspections of built assets are undertaken in conjunction with the City Surveyor's Department (CSD) and are contingent upon there being sufficient capacity and resource. There is currently insufficient resource within the local team to complete all inspections but officers continue to liaise with colleagues in CSD to progress this. A light-touch condition survey of staff accommodation has been carried out; some resources have been identified (through backlog funding) to carry out necessary works and progress is being made towards confirming a comprehensive solution. In the meantime, all defects notified by tenants continue to be reported to CSD for action. This is an ongoing action and is kept under review.	Bill LoSasso; Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Jun-2025
ENV-NE-WH 011g Asset review	Asset management review	A full review of Natural Environment assets is being completed through the Natural Environment Charity Review. The eventual outcome will include a comprehensive asset register for West Ham Park which will enable the investigation of potential options to tackle the backlog of repair and maintenance works.	Bill LoSasso; Jonathan Meares;	09-Apr-2025	30-Jun-2025

		Charlotte Williams		
City Surveyor's Department to discuss issues and raise concerns about Building Repairs and Maintenance and Projects.	The Assistant Property Facilities Manager (APFM) is in regular contact with Natural Environment Division stakeholders. Officers are continuing to work with CSD to resolve service delivery issues. We are establishing regular project prioritisation meetings with the CWP (Cyclical Works Programme) Team for project oversight. This is an ongoing action and is kept under review.	Bill LoSasso; Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Jun-2025

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ENV-NE-WH 004 Budget pressures 25-Nov-2015 Bill LoSasso	Cause: Reduced budgets; running costs of West Ham Park exceed income generation; expanding demand on services; aging assets requiring investment. Event: Adequate funds are not available to maintain sufficient staffing levels, provide services and maintain the built assets. Effect: Failure to deliver statutory duties. Failure to meet strategic objectives. Decline in range, and quality, of services. Closure of facilities. Decline of the built environment. Reputational damage to the City of London.	Impact 12	The new operational structure devotes staff resource to develop income generation - we are liaising with HR colleagues on recruitment to the post of Head of Development and Partnerships (this post is currently being advertised with a closing date of 22 April 2025). The date by which we aim to reduce this risk to the target score has been extended to March 2026 to allow time for the recruitment and onboarding process, and for the results of the new post holder's work to begin to be realised. West Ham Park is one of the Natural Environment charities which will transition to a grant funding model in 2025/26 (moving from the current deficit funding model). 09 Apr 2025	Impact	31-Mar-2026 Reduce	

Action no, Title,	Action description			Latest Note Date	Due Date
ENV-NE-WH 004a Budget monitoring	Monitor budgets monthly and consider income generation opportunities.	Department. Once in post, the Head of Development and Partnerships will focus on developing income generation opportunities.	LoSasso; Jonathan	09-Apr-2025	31-Mar-2026
ENV-NE-WH	Appoint Head of Development and	The new operational structure includes the role of 'Head of Development and Partnerships' for North	Bill	09-Apr-2025	31-Mar-2026

004b Appoint Head of	*	London Open Spaces. We are liaising with HR on recruitment to this post. Once on board, the post holder will focus on income generation.	LoSasso	
Development		-		
and				
Partnerships				

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006 Adverse impacts of extreme weather and climate change	Cause: Climate change: more frequent and severe storms, wind, rainfall, snow or drought. Event: More frequent and severe storm damage, flooding, and fires. Effect: Injury or death to staff, visitors, contractors and volunteers. Damage to flora and fauna. Damage to property (City of London owned property and that of neighbours and service users). Disruptions to service delivery. Temporary site/area closures.	Impact	12	The current risk score remains Amber 12 (possible / major) due to the increased frequency of extreme weather events. An Extreme Weather Protocol is in place and has been successfully implemented several times due to recent storms. This improves our ability to reduce the risk by closing the site before extreme weather events occur. Increased watering is carried out during drought conditions.	Impact	6	31-Aug-2025	
25-Nov-2015 Jonathan	Increased demand for staff resources to respond to incidents and maintain site safety.			09 Apr 2025			Reduce	
Meares; Charlotte Williams	Increased costs for reactive management and insurance claims.							

Action no, Title,	Action description			Latest Note Date	Due Date
	Increased variety of species planted in order to 'spread the risk', e.g. more drought tolerant species and those better able to cope with a range of temperatures/ rainfall levels.	ongoing action.	Jonathan Meares; Charlotte Williams		31-Aug-2025
006c Monitoring of	index, hydrological outlook and water situation reports. Use staff email to advise on	presented to West Ham Park Committee in due course, with proposed changes for approval. The Protocol includes procedures to close the park in high winds. An action log of these decisions is held	Jonathan Meares; Charlotte Williams	1	31-Aug-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	Flight path
ENV-NE-WH 003 Risk to health and safety 25-Nov-2015 Jonathan Meares; Charlotte Williams	Cause: The operation of a large public green space, such as West Ham Park, carries a range of potential health and safety implications for members of the public, staff, volunteers and contractors. Event: Incident or accident with health and safety implications. Effect: Injury or death of a member of the public, volunteer, staff or contractor. Financial penalty as a result of insurance claims, or non-compliance with health and safety legislation. Reputational damage.	Impact 8	The current risk score remains unchanged, but we aim to reduce it the over coming months by further increasing proactive Health and Safety (H&S) management, including audits, inspections, communications and staffing. Officers are proactively addressing H&S issues and working closely with the departmental and corporate H&S teams. Work is ongoing to clearly define roles and responsibilities pertaining to H&S management across the North London Open Spaces. The new Corporate Safe365 Health and Safety system is now being used across the North London Open Spaces, including West Ham Park. A H&S Workshop was held at West Ham Park in March to discuss H&S raise awareness of the importance of H&S compliance; and to ensure that staff are fully aware of their responsibilities. 09 Apr 2025	Impact 4	Reduce	

	ction no, tle,	Action description			Latest Note Date	Due Date
EN	NV-NE-WH	Continue to develop a culture of proactively	Officers continue to report accidents and near misses. Accidents are subject to investigation and	Jonathan	09-Apr-2025	30-Jun-2025
00	3a Health	reporting accidents, incidents and near	reviewed by the site supervisor and the Departmental Health and Safety Improvement Group. A local	Meares;		
an	d safety	misses.	process has also been implemented to ensure recording of all incidents. Relevant training is being	Charlotte		

culture		organised for staff. A H&S Workshop was held at West Ham Park in March to discuss H&S raise awareness of the importance of H&S compliance; and to ensure that staff are fully aware of their responsibilities. This is an ongoing action which is kept under regular review.	Williams		
ENV-NE-WH 003g Health and safety site audits	Continue to undertake regular health and safety audits.	Fire Risk Assessments and water safety audits are undertaken by an external contractor. A full review of Safe Systems of Work (SSoW) has been, and continues to be, undertaken by CoL staff. A fleet audit was recently undertaken by the CoL's Transport Policy Team - the result was largely positive, and the few resulting recommendations are being addressed. This is an ongoing action which is reviewed regularly.	Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Jun-2025
ENV-NE-WH 003h Health and safety meetings	Relevant officers to participate in Departmental Health and Safety Improvement Group meetings. Hold regular Divisional and Sub-Divisional Health and Safety meetings. Keep staff informed, consulted and updated on health and safety matters.	The Head of Operations and Parks chairs the regular North London Open Spaces Health and Safety meetings, and represents NLOS at Divisional, Departmental and Corporate health and safety meetings. This is an ongoing action.	Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Jun-2025
ENV-NE-WH 003i Playground inspections	Annual RoSPA inspections of playgrounds.	Annual RoSPA inspections of all playgrounds are carried out; these were last undertaken in November 2024. Training has been provided to relevant staff to enable them to carry out weekly and monthly inspections of playgrounds. A Playground Working Group has been established, and meets quarterly, to discuss ongoing maintenance of playgrounds. A best practice guide for the design, creation, installation and maintenance of playgrounds has been developed.	Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Jun-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 & S	Score	Target Date/Risk Approach	Flight path
	Cause: Crime, irresponsible dog owners, rough sleepers, user conflict, trespass, alcohol. External societal environment, gang conflict. Event: (Knife) crime; anti-social behaviour including litter, dog fouling, dog attacks, public incursions. Effect: Reputational damage; injury to visitors and staff; negative impact on mental health and wellbeing of staff; insurance claims; increased costs to manage effects of damaging public behaviour.	Impact	8	Poor public behaviour is an ongoing issue at the Park and, as a result, the current risk score remains Amber 8 (likely/serious). Supplementary security services were used effectively during the summer in response to antisocial behaviour incidents. We continue to work with the London Borough of Newham's Community Safety Team. 09 Apr 2025	Liefnood	6	30-Jun-2025 Reduce	

Action no, Title,	Action description		Action owner	Latest Note Date	Due Date
ENV-NE-WH 009b Develop and improve joint working to protect sites	Develop appropriate partnerships as needed.		Ricky O'Garro	09-Apr-2025	30-Jun-2025
	Develop Departmental 'Abuse of Staff Policy'.	An Environment Department reporting system is in place to enable rapid reporting of instances where staff experience abusive or unacceptable behaviour from members of the public. A Departmental 'Unacceptable Behaviour Protocol' has also been introduced. Locally, all instances of such behaviour are recorded online and via the departmental EEDI reporting email address - appropriate action is taken. The North London Open Spaces team is also making HR colleagues aware of the practical day-to-day challenges of managing open spaces.	LoSasso	09-Apr-2025	30-Jun-2025

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating &	z Score	Risk Update and date of update	Target Risk Rating &	Score	Target Date/Risk Approach	Flight path
	Cause: Large numbers of older, more vulnerable trees which require regular inspection and works to prevent failure. Extreme weather conditions, particularly high winds, heavy/prolonged rain and snow, exacerbate the risk. as does soil compaction. Event: More frequent tree failures. Greater risk during high winds, particularly when accompanied by heavy rainfall, and when trees are in leaf. High levels of soil compaction leading to tree health issues. Effect: Public safety - people (serious injury/death) and property; loss of trees; loss of habitat; insurance claims; reputational damage; increased expense for the City of London.	Impact	8	Robust tree management systems are in place to address this risk. These include regular inspections of trees to identify any which are more likely to fail due to structural or health issues. Works are prioritised to ensure the most urgent issues are addressed quickly. The Extreme Weather Protocol contains criteria for closing West Ham Park in extreme weather conditions. The Protocol is under review and a report with recommendations will be presented to the West Ham Park Committee, with the draft revised Protocol, in due course. We are allocating additional resources where needed to manage the tree maintenance programme. 199 Apr 2025	Impact	6	30-Sep-2025	

Action no, Title,	Action description			Latest Note Date	Due Date
ENV-NE-WH 014a Tree management systems		that require action are identified and works are prescribed based in order of priority (high, medium and low) with all urgent works undertaken straight away. The North London Open Spaces (NLOS) Tree Team works across all NLOS sites, including West Ham Park. Expert staff are resident at the site and are, therefore, able to monitor tree condition on a continuous	David Humphri es; Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Sep-2025
ENV-NE-WH	Continue to enforce Extreme Weather	An Extreme Weather Protocol is in place which requires relevant sites/parts of sites to be closed	David	09-Apr-2025	30-Sep-2025

014b Extreme Weather Protocol	Protocol and site closures as appropriate (see also ENV-NE-WH 006: Climate and Weather)	during extreme weather events, such as high winds, lightening/storms or flooding. The protocol is under review and a report with recommendations will be presented to Committee, with the draft revised Protocol in due course. The Tree Team has been provided with funding from the Climate Action Strategy Programme to monitor soil compaction in West Ham Park and its impact on tree health.	Humphri es; Jonathan Meares; Charlotte Williams		
ENV-NE-WH 014c Tree Safety Policy	Review Divisional Tree Safety Policy	The Natural Environment Division Tree Safety Policy sets out the requirements and processes that must be in place at all sites for proactive tree inspection programmes, based upon prioritisation criteria, and reactive inspections following incidents such as severe weather events. The Policy is based upon guidance issued by the National Tree Safety Group (NTSG) and has proven effective when tested following previous incidents. The Natural Environment Division's Tree Safety Group will review the Policy to check that it is being implemented fully across the Division and amend the content as necessary to reflect any changes. The NTSG has now released revised guidance. The Divisional Group will further review the Policy to ensure it aligns with the National Guidance.	David Humphri es; Jonathan Meares; Charlotte Williams	09-Apr-2025	30-Sep-2025
ENV-NE-WH 014e External audit	Annual tree safety inspections undertaken by the NLOS Tree Team.	An annual review by external consultants of North London Open Spaces' (incl. West Ham Park) Tree Safety Systems was undertaken in January 2025. Actions and recommendations are being taken forward.	David Humphri es; Jonathan Meares; Charlotte Williams	09-Apr-2025	31-Dec-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	Flight path
ENV-NE-WH 005 Negative impacts of pests and diseases	Cause: Inadequate biosecurity, buying of infected trees, plants or animals. Oak Processionary Moth (OPM) is endemic across England. Event: Sites become infected by plant or tree diseases. Effect: Threat to human health, either directly or indirectly. Service capability disrupted; ineffective use of staff resources; damage to corporate reputation; loss of species; temporary site closures and associated access; increased costs for reactive maintenance.	Impact 6	Environmental factors, specifically drought and hotter summers will increase vulnerability of trees to pests and diseases. However, we aim to reduce the risk to a score of 4 (serious/unlikely) through effective monitoring and actions. The threat of OPM across the North London Division (NLOS) is reducing. We are now using almost entirely nature-based solutions for OPM management. Staff continue to manage Massaria and Horse chestnut bleeding canker. Ground compaction is a particular issue, exacerbated by climate change, which in turn exacerbates Massaria risk. The Tree Team works with the Forestry Commission in conjunction with the London Tree Officers Association on an annual inspection program looking at 53 plots around London for the presence of Canker Stain of Plane (Ceratocystis platani) and Xylella fastidiosa. Sooty Bark Disease is becoming more common, due to warmer, drier summers. Staff continue to be vigilant and inspect for all these and all the other tree pest and diseases on the list. We have Chalara dieback of ash at NLOS which currently is not a major concern. The Division has a Severe Weather Protocol which requires staff to actively review tree canopies for storm damage. The park may be closed in high winds to reduce incidents with tree	Impact 4	31-Oct-2025	

		damage (which may be associated with pests/disease).			
		Staff monitor reports of dead or injured birds at West Ham Park. Where appropriate, birds are tested for Avian Influenza.			
25-Nov-2015		09 Apr 2025		Reduce	
Jonathan Meares					

Action no, Title,	Action description	Latest Note		Latest Note Date	Due Date
ENV-NE-WH 005b Inspections	Annual tree inspections undertaken by qualified members of the NLOS Tree Team.	Tree inspections for Spring and Summer 2024 were undertaken and resultant works carried out. An annual programme is in place for cyclical inspections and is being met.	Jonathan Meares	09-Apr-2025	30-Sep-2025
		The Tree Team has been provided with funding from the Climate Action Strategy Programme to monitor soil compaction at West Ham Park and assess its impact on tree health.			
005d	Maintain relationships with industry bodies and neighbouring local authorities to ensure free flow of information.	Relationships with industry bodies and neighbouring local authorities continue to be maintained.	Jonathan Meares	09-Apr-2025	30-Sep-2025

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ENV-NE-WH 010 Negative impacts of development and encroachment 25-Nov-2015 Bill LoSasso; Charlotte Williams	Cause: Population growth in London Borough of Newham. Planning Authorities obligation to meeting housing demand. Fail to monitor and challenge planning applications. Lack of resource to employ specialist support or carry out monitoring/research. Lack of partnership working with relevant Planning Authorities. Event: Houses, buildings or other developments on land affecting West Ham Park. Local population growth puts more pressure on the park and its facilities. Effect: Additional pollution, ground compaction and resulting associated effects on tree and plant health. Wear and tear to sports pitches. Lack of budget to facilitate repairs.	Impact	4	The current and target risk scores remain Green 4 (unlikely/serious). This is because our ongoing actions, including collaboration with local stakeholder groups in opposition of potentially damaging developments, have been effective in reducing the risk. We accept the risk at a score of 4 as we are unable to reduce it any further at the present time. The target date shown is the date of the next review. We continue to liaise with relevant partners and stakeholders as necessary. 109 Apr 2025	Diefrood page 1	4	30-Jun-2025 Accept	

Action no, Title,	Action description	Latest Note		Latest Note Date	Due Date
ENV-NE-WH 010a Local authorities Local Plans and Core Strategies	Attendance at meetings and respond to consultation on the local plans to help influence the content of the document.	Communication with London Borough of Newham is undertaken as necessary. Stakeholders, including the West Ham Park Committee and the Friends of West Ham Park, are consulted and updated as appropriate.	Bill LoSasso; Charlotte Williams	09-Apr-2025	30-Jun-2025
ENV-NE-WH 010b Local Authority Relationships	Maintain a close partnership with local planning authorities.	Ongoing. Officers respond to planning issues as necessary. Stakeholders, e.g. West Ham Park Committee, the Friends of West Ham Park, and LB Newham are updated as appropriate.	Bill LoSasso; Charlotte Williams	09-Apr-2025	30-Jun-2025
ENV-NE-WH 010c Engage planning consultant	Engage a planning consultant.	Officers will contract with a planning consultant to support continued monitoring of development proposals surrounding West Ham Park.	Bill LoSasso; Charlotte Williams	09-Apr-2025	30-Jun-2025