

Highgate Wood and Queens Park Risk Register

Generated on: 30 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-HWQP 007 Decline in condition of assets	<p>Cause: Inadequate proactive and reactive maintenance related to insufficient budget for maintenance, repairs and Cyclical Works Programme, and limited capital works programme. Delays in works being carried out once faults are reported. Lack of staff resources at Highgate Wood and Queen's Park. Lack of clarity (cross-departmentally) around roles and responsibilities for facilities maintenance.</p> <p>Event: Operational and public buildings further decline, becoming unusable and/or unsafe.</p> <p>Effect: Serious injury to a member of the public or member of staff. Service capability disrupted/operational impact. Continuation of decline in condition of assets.</p>	<p>Lifehood</p> <p>Impact</p>	16	<p>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.</p> <p>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.</p> <p>Toilet refurbishment works have been completed at Queen's Park and investigatory works are underway to address issues with the toilets by the café.</p> <p>Asset registers for built assets are undergoing review and being transferred</p>	<p>Lifehood</p> <p>Impact</p>	12	31-Dec-2025	

Appendix 2

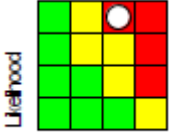
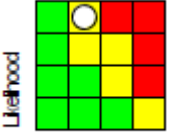
24-Feb-2022 Bill LoSasso	Ineffective use of staff resources. Damage to corporate reputation. Increased costs for reactive maintenance. Overrun of additional works programme.			into a new system with additional information by CSD. The Assistant Director Charity Development is taking forward recommendations 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. 29 Apr 2025				
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 007a Review of Property Assets	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. The 'due date' for this action is the date when it will next be reviewed.	Bill LoSasso; Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 007b Liaison with City Surveyor's Department	Hold regular Client Liaison meetings with 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	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 007e 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. This is an ongoing action and is kept under review.	Bill LoSasso; Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025

Appendix 2

ENV-NE- HWQP 007f Asset review	Asset management review.	<p>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 Highgate Wood and Queen's Park which will enable the investigation of potential options to tackle the backlog of repair and maintenance works.</p> <p>The 'due date' for this action is the date when it will next be reviewed.</p>	Bill LoSasso; Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025
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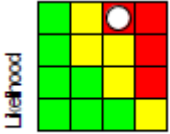
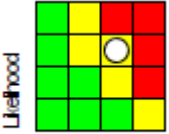
Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-HWQP 012 Impacts of anti-social behaviour on staff and site 19-Apr-2024 Bill LoSasso	Cause: Anti-social behaviour of members of the public. Event: Anti-social, irresponsible or unsafe behaviour; abuse of staff; fly-tipping; litter; dog fouling; dog attacks; vandalism; abandoned/burnt out vehicles; traveller incursions; cycling on non-permitted cycle routes. Effect: Safety of staff and visitors; damage to sites; reputational damage; disruption to operations; cost of repair and increased insurance premiums; loss of staff time.	 Impact	16	A departmental 'Unreasonable Behaviour Protocol' has been developed to tackle abuse of staff, including rapid reporting of incidents. A local process has also been implemented to ensure recording of all incidents and appropriate action is taken as necessary. Relevant training on conflict management has been provided to North London Open Spaces front-line staff. Locally, officers encourage responsible behaviour and put preventative measures in place where possible. Collaboration with the police and other enforcement agencies to minimise incidents is ongoing. Officers will continue to hire in supplemental security resource where necessary. The target date for this risk has been extended to September, after the peak summer season. 29 Apr 2025	 Impact	8	30-Sep-2025	
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 012a Policy on abusive incidents	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 and appropriate action taken. The North London	Bill LoSasso	29-Apr-2025	31-Jul-2025

Appendix 2

		Open Spaces team is also making HR colleagues aware of the practical day-to-day challenges of managing open spaces. The 'due date' for this action is the date when it will next be reviewed.			
ENV-NE-HWQP 012c Enforcement partnerships	Build enforcement partnerships.	This is ongoing with relevant local agencies and partners. A contract with ParkGuard has now been agreed for the provision of supplemental security resource as required.	Bill LoSasso	29-Apr-2025	30-Sep-2025
ENV-NE-HWQP 012d Visitor education	Educate visitors to use the sites responsibly.	The use of social media messaging, press releases, signage and face to face engagement with members of the public to encourage responsible behaviours is ongoing as appropriate. This is an ongoing action - the due date is the date of the next scheduled review.	Bill LoSasso	29-Apr-2025	31-Jul-2025

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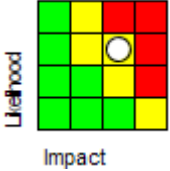
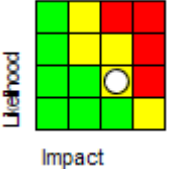
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ENV-NE-HWQP 013 Work related stress 29-Apr-2025 Bill LoSasso	Cause: Insufficient staffing numbers available to meet existing workloads as a consequence of significant cuts to NLOS staffing during the Target Operating Model (TOM2) process. Event: Staff are overworked, critical services are not delivered, procedures are not updated or followed. Effect: Higher staff absence; increased staff turnover; reduced staff wellbeing and mental and physical health; inability to deliver services; reputational damage due to decreased service delivery; increased risk of accident and injury to staff or public.	 Likelihood Impact	16	Some members of staff are experiencing overwork due to insufficient staffing levels, and are working additional, unpaid, hours to meet service delivery demands. This is resulting in increased levels of workplace stress and anxiety. The current risk score is assessed as Red 16 (likely to occur with a major impact) to reflect this. Senior Management are working to address this situation as identified in the actions below. We aim to reduce the risk score to the initial target of Amber 12 (possible/major) by the end of the financial year. We will then consider other actions which will enable the score to reduce further. 30 Apr 2025	 Likelihood Impact	12	31-Mar-2026	
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 013a Business Planning	Improve prioritisation of tasks through the new Five-Year Charity Business Plan.	The business planning process for the charity is being refined to better prioritise workstreams and reduce overwork where possible. The new five-year Charity Business Plan will be presented to Committee for approval in May 2025. The Plan will then be refined continually.	Bill LoSasso	30-Apr-2025	31-May-2025
ENV-NE-HWQP 013b Staff rotas	Review staff rotas	Staff rotas will be reviewed during 2025 to modernise work schedules and quantify/document staffing gaps where possible.	Bill LoSasso	30-Apr-2025	31-Dec-2025
ENV-NE-	Identify additional funding to increase staff	A Head of Development and Partnerships is being recruited to support income generation and	Bill	30-Apr-2025	31-Mar-2026

Appendix 2

HWQP 013c Income generation	resource.	fundraising. We hope that the work of this officer will identify funding for additional staff resources. The due date of this action is set for March 2026 to enable time for the recruitment process to be completed and for impact of the post holder's work to start to be realised.	LoSasso		
ENV-NE- HWQP 013d Natural Environment Charity Review	Seek options through the Natural Environment Charity Review.	Senior Managers will advocate for restoration of funding, which was cut during the Target Operating Model (TOM2) process, via the Natural Environment Charity Review (NECR).	Bill LoSasso	30-Apr-2025	31-Mar-2026
ENV-NE- HWQP 013e Provide support for staff	Liaise with HR and Occupational Health	Senior Managers will continue to liaise with HR and the Occupational Health service as appropriate to ensure support is provided for staff. Stress Risk Assessments will be considered where appropriate. This is an ongoing action which is kept under regular review. The due date shown is the date of the next review.	Bill LoSasso	30-Apr-2025	31-Jul-2025

Appendix 2

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-HWQP 001 Budget pressures 24-Feb-2022 Bill LoSasso	Cause: Reduced budgets; running costs of the sites 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.		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 has recently been 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. The Highgate Wood and Queen's Park charity will transition to a grant funding model from 2026/27 (moving from the current deficit funding model). 29 Apr 2025		8	31-Mar-2026	
							Reduce	

Action no, Title,	Action description	Latest Note		Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 001a Budget monitoring	Monitor budgets monthly and consider income generation opportunities.	Regular review and forecasting of the budget position is undertaken with the Chamberlain's Department. Once in post, the Head of Development and Partnerships will focus on developing income generation opportunities.		Bill LoSasso; Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Mar-2026
ENV-NE-HWQP 001b	Appoint Head of Development and Partnerships	The new operational structure includes the role of 'Head of Development and Partnerships' for North London Open Spaces. We are liaising with HR colleagues on recruitment to this post. Once on board,		Bill LoSasso	29-Apr-2025	31-Jul-2025

Appoint Head of Development and Partnerships		the post holder will focus on income generation.			
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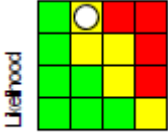

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-HWQP 004 Adverse impacts of extreme weather and climate change <								

Action no, Title,	Action description	Latest Note				Action owner	Latest Note Date	Due Date
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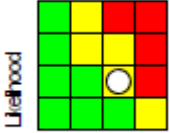
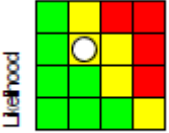
ENV-NE-HWQP 004a Review Met Office information	Monitor MET Office weather warnings.	MET Office Data is reviewed weekly and responded to accordingly by the Duty Manager and Duty Supervisor. This is an ongoing action: the 'Due Date' shown is the date of the next review.	Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 004b Review of site emergency plans	Review site plans annually or, if appropriate, following an incident. Reviews are usually conducted in September and agreed later in the year.	An Emergency Action Plan is in place. It is reviewed regularly by the District Surveyor's Engineering Team and/or after an emergency incident. The 2024 review was completed. This is an ongoing action. The due date shown is the date of the next review.	Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 004c Extreme Weather Protocol	Ensure compliance with the Extreme Weather Protocol and keep the protocol under regular review.	In accordance with the Extreme Weather Protocol, sites are closed during extreme weather events, such as high winds, lightning/storms or flooding. The Protocol is being reviewed to consider whether the closure thresholds for each site are still appropriate. A paper will be presented to Committee in July 2025 with proposed changes for approval. This is an ongoing action: the due date shown is the date the action will next be reviewed.	Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025

Appendix 2

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-HWQP 002 Negative impacts of visitor pressure 24-Feb-2022 Bill LoSasso	Cause: An increase in visitor numbers to Natural Environment sites, with commensurate increases in littering, other antisocial behaviour and general damage to the natural environment. Event: Long-term environmental damage, with a particular focus on protected landscapes which are not designed for such high visitor numbers. Effect: Ecological and environmental damage; negative press coverage; loss of grants related to preservation; increased spend required to maintain sites / mitigate damage.	 Likelihood Impact	8	The current risk remains at the same level. Damage to the natural environment has increased due to higher visitor numbers. The risk score is commensurate to this damage. Nature recovery/ground restoration works continue as part of the Annual Works Programme. Achievement of target score is contingent upon funding and support for restoration works - the target date has been extended accordingly. 29 Apr 2025	 Likelihood Impact	6	30-Sep-2025	
							Reduce	

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 002a Mitigation Actions	Ongoing actions to mitigate this risk.	<ul style="list-style-type: none"> • Additional monitoring and ecological assessments required. • Surveys to monitor visitor numbers and evaluate environmental impacts on the Heath. • Messaging via social media asking visitors to use the site responsibly. • Regular Ranger and Constabulary activity. • Programmed restoration work is ongoing. • Seeking ways to improve visitor infrastructure to encourage visitors to stay on designated routes and minimise damage. • Carrying out educational and messaging campaigns to encourage the public to use the site responsibly. • Very severely affected areas are temporarily fenced off to enable recovery. 			Bill LoSasso; Jonathan Meares	29-Apr-2025	31-Jul-2025
		We expect this to be a long-term mitigation exercise: the action 'due date' is the date of the next review.					

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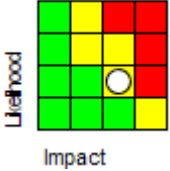
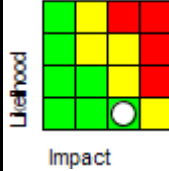
Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-HWQP 003 Outbreak of fire in woodland / heathland 24-Feb-2022 Bill LoSasso; Jonathan Meares; Charlotte Williams	Cause: Extreme hot weather and a lack of rain leads to dry grass and woodland. Visitors improperly using site for barbeques, disposing of cigarettes, campfires, arson Event: Large-scale fire / increased frequency of fires. Effect: Possible loss of life; serious injury to staff, visitors, contractors and volunteers; damage to site; ecological damage caused to environment; service capability is disrupted; increased demand for staff resource to respond to incidents and maintain safety of site and visitors; loss of species; temporary site closure and associated access; increased costs for reactive management; damage/loss of fragile/rare habitats and species.	 Likelihood Impact	8	Due to climate change, hotter, drier summers and increased visitor numbers, the frequency and severity of fires is forecast to increase. Members of staff have attended Vegetation Fire Foundation and Wildfire Management Plan training courses. A Fire Fogger is also being purchased through the Carbon Removals Project – this will be kept at Hampstead Heath but may also be used at Highgate Wood. Relevant officers from Highgate Wood will be attending training on use of the Fire Fogger, at the end of May. A range of preventative and mitigating actions are being undertaken, with the aim of reducing the risk to the target of Amber 6 (possible / serious) but the target date has been extended to the end of the summer. 30 Apr 2025	 Likelihood Impact	6	30-Sep-2025	
							Reduce	

Action no, Title,	Action description	Latest Note		Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 003a Improve Fire Awareness	Staff are made aware of extreme weather events and 'Trigger Events.' Managers and Supervisors receive weather warnings and this information is shared with staff.	This is an ongoing action. Fire Safety Plans cover wildfire/heath fires; they are reviewed annually and will be reviewed again before summer 2025. Funding secured by the Carbon Removals project team has enabled members of staff to receive training on Vegetation Fire Foundation and Wildfire Management Plans. A Fire Fogger is also being		Bill LoSasso; Jonathan Meares; Charlotte	30-Apr-2025	31-Jul-2025

Appendix 2

		<p>purchased through the Carbon Removals Project – this will be kept at Hampstead Heath but may also be used at Highgate Wood. Relevant officers from Highgate Wood will be attending training on use of the Fire Fogger, at the end of May.</p> <p>The Duty Supervisor/Duty Manager monitors weather warnings for high temperatures/major weather events and briefs staff accordingly.</p>	Williams		
ENV-NE-HWQP 003b Emergency Action Plan	Review Emergency Action Plan. Review carried out annually or following incident if appropriate.	<p>The Emergency Action Plan continues to be reviewed and updated annually, and/or after an emergency event.</p> <p>Signage is displayed at key locations reminding visitors not to light fires or barbeques. Social media messaging has also been used to deliver this message.</p> <p>This is an ongoing action - the due date shown is the date of the next review.</p>	Jonathan Meares	29-Apr-2025	31-Jul-2025

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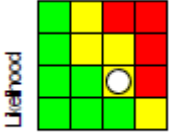
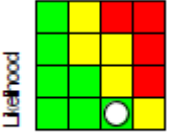

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ENV-NE-HWQP 006 Risk to health and safety 24-Feb-2022 Jonathan Meares; Charlotte Williams	Cause: The operation of a large public green spaces, such as Highgate Wood and Queen's Park, carries a range of potential health and safety implications for members 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.		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. The target date has been extended to the end of July. Officers continue to proactively address H&S issues and work closely with the departmental and corporate H&S teams. The new Corporate Safe365 Health and Safety system is now being used across the North London Open Spaces. H&S Workshops for staff were recently held at Parliament Hill and Heathfield House to discuss health and safety; raise awareness of the importance of H&S compliance; and to ensure that staff are fully aware of their responsibilities. 29 Apr 2025		4	31-Jul-2025	
							Reduce	

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 006a 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 consultant. A full review of Safe Systems of Work (SSoW) has been, and continues to be, undertaken by CoL staff. A North London Open Spaces fleet audit has been undertaken by the CoL's Transport Policy Team -			Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025

Appendix 2

		<p>the result was largely positive, and the few resulting recommendations are being addressed. A re-audit will take place in late May to reassess and check progress.</p> <p>This is an ongoing action which is reviewed regularly: the due date is the date the action will next be reviewed.</p>			
ENV-NE-HWQP 006b Health and Safety meetings	<p>Relevant officers to participate in Departmental Health and Safety Improvement Group meetings.</p> <p>Hold regular Divisional and Sub-Divisional Health and Safety meetings.</p> <p>Keep staff informed, consulted and updated on health and safety matters.</p>	<p>The Head of Operations and Parks chairs regular North London Open Spaces health and safety meetings; and represents NLOS at Divisional and Departmental H&S meetings.</p> <p>This is an ongoing action: the 'Due Date' is the date of the next review.</p>	Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 006c Health and safety culture	<p>Continue to develop a culture of proactively reporting accidents, incidents and near misses.</p>	<p>Officers continue to report accidents and near misses. Accidents are subject to investigation and reviewed by the site supervisor and the Departmental Health and Safety Improvement Group. A local process has also been implemented to ensure recording of all incidents. Relevant training is being organised for staff.</p> <p>H&S Workshops were recently held for staff to discuss H&S; raise awareness of the importance of H&S compliance; and to ensure that staff are fully aware of their responsibilities.</p> <p>This is an ongoing action which is kept under regular review. The due date shown is the date of the next review.</p>	Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 006d Playground inspections	<p>Annual RoSPA inspections of all playgrounds.</p>	<p>Annual RoSPA inspections of all playgrounds are carried out; these were last undertaken in November 2024 and the next ones are booked in for October 2025</p> <p>Training has been provided to relevant staff to enable them to carry out monthly inspections of playgrounds. A Playground Working Group has been established, and meets quarterly, to discuss ongoing maintenance of playgrounds.</p> <p>A best practice guide for the design, creation, installation and maintenance of playgrounds has been developed.</p>	Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Oct-2025

Appendix 2

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-HWQP 009 Recruitment of suitable staff 25-Jun-2022 Bill LoSasso; Jonathan Meares; Charlotte Williams	Cause: Difficulties in recruiting and retaining suitable individuals. Reduced affordability of living in or near London. Event: Lack of appropriately skilled and capable staff retained to deliver ongoing management and maintenance of the spaces. Effect: Inability to maintain Highgate Wood and Queen's Park to an acceptable standard. Increased number of complaints regarding the services. Decline of natural and built environment. Decline in quality of assets. Closure of facilities. Pressure on existing staff to cover vacancies and absences Reputational damage to the Corporation.	 Likelihood Impact	8	The current risk score remains as Amber 8. The new organisational structure has been confirmed and recruitment is underway. We have made good progress; this has required a considerable amount of investment in recruitment advertising. The risk will be reduced as vacancies are filled with suitably qualified candidates - the target date has been extended to the end of the year accordingly. 29 Apr 2025	 Likelihood Impact	4	31-Dec-2025	
							Reduce	

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 009b Recruit to vacant posts	Recruit to vacant posts.	Recruitment to vacant posts across the NLOS is progressing well. It is hoped that the remaining vacancies will be filled by the end of 2025.			Bill LoSasso; Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Dec-2025
ENV-NE-HWQP 009c Embed new structure	Embed new operational structure.	Support and training is being provided to existing and new staff to enable the creation of strong, supportive teams with consistent management support and good development opportunities. This is an ongoing action. The due date shown is the date the action will next be reviewed.			Bill LoSasso; Jonathan Meares; Charlotte Williams	29-Apr-2025	31-Jul-2025

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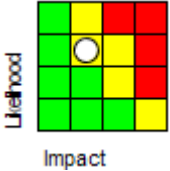
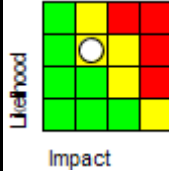
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Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
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Appendix 2

ENV-NE-HWQP 011a Tree management systems	Continue to comply with established tree management systems.	<p>A tree management system is in place which includes regular inspections. Trees with issues/features 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.</p> <p>A tree failure database is maintained to record significant tree failures at Highgate Wood and Queen's Park. The database is reviewed throughout the year by Tree Management Group which meets quarterly.</p> <p>Expert staff are resident at the site and are, therefore, able to monitor tree condition on a continuous basis.</p>	David Humphries; Jonathan Meares	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 011b Extreme Weather Protocol	Continue to enforce Extreme Weather Protocol and site closures as appropriate (see also ENV-NE-HWQP 004: Climate and Weather)	An Extreme Weather Policy is in place which requires relevant sites/parts of sites to be closed during extreme weather events, such as high winds, lightning/storms or flooding. The Protocol is being reviewed to consider whether the current closure threshold for each site is still appropriate. The draft revised Protocol with suggested amendments will be presented to Committee for approval in July 2025.	David Humphries; Jonathan Meares	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 011c Annual tree management audit	Annual tree management audit carried out by external consultant	An annual review by external consultants of North London Open Spaces' Tree Safety Systems was undertaken in January 2025. Actions and recommendations are being taken forward.	David Humphries; Jonathan Meares	29-Apr-2025	31-Dec-2025
ENV-NE-HWQP 011d Tree Safety Policy	Review Divisional Tree Safety Policy	<p>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.</p> <p>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.</p> <p>The NTSG has now released revised guidance. The Divisional Group will further review the Policy to ensure it aligns with the National Guidance.</p>	David Humphries; Jonathan Meares	29-Apr-2025	30-Sep-2025

Appendix 2

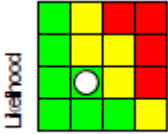
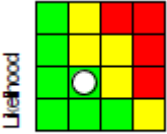
Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date/Risk Approach	Flight path
ENV-NE-HWQP 005 Negative impacts of pests and diseases	<p>Cause: Inadequate biosecurity; purchase of infected trees, plants or animals; spread of windblown OPM (oak processionary moth) from adjacent sites; climate change.</p> <p>Event: Tree disease including Massaria, Ash dieback, Oak Processionary Moth (OPM). Sites become infected by animal, plant or tree diseases.</p> <p>Effect: Service capability disrupted, Public access to sites restricted, tree decline, reputational damage, substantial cost of removal of OPM, risk to human health from OPM.</p>		6	<p>Environmental factors, specifically drought and hotter summers increase vulnerability of trees to pests and diseases. As these factors are beyond our control, we accept that we are unable to reduce this risk, but we will continue to keep the situation under review and take action to maintain the current score. The target date shown is the date the risk will next be reviewed.</p> <p>The threat of OPM across the North London Division is reducing. We now use almost entirely nature-based solutions to manage OPM.</p> <p>Staff continue to manage Massaria and Horse chestnut bleeding canker.</p> <p>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 (<i>Ceratocystis platani</i>) and <i>Xylella fastidiosa</i>.</p> <p>Sooty Bark Disease is becoming more common, due to warmer, drier summers.</p> <p>Staff continue to be vigilant and inspect for 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. Sites may be closed in high winds to reduce incidents with tree damage (which</p>		6	31-Jul-2025	

Appendix 2

24-Feb-2022 Jonathan Meares				may be associated with pests/disease). Staff monitor reports of dead or injured birds across Highgate Wood and Queen's Park. Where appropriate, birds are tested for Avian Influenza. 29 Apr 2025				

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 005a Tree and Plant Procurement	Use appropriate tree and plant procurement methods.	Tree provenance is considered. Planting stock is sourced and used in accordance with best practice guidance. This is an ongoing action - the due date shown is the date the action will next be reviewed.	Jonathan Meares	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 005b OPM monitoring	Identification and treatment against Oak Processionary Moth.	The threat of OPM across the North London Division is reducing. We are now using almost entirely nature-based solutions for OPM management. Staff remain vigilant for all tree pests and diseases. This is an ongoing action - the due date shown is the date the action will next be reviewed.	Jonathan Meares	29-Apr-2025	31-Jul-2025

Appendix 2

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-HWQP 008 Negative impacts of development and encroachment 24-Feb-2022 Bill LoSasso; Jonathan Meares	Cause: 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: New houses, buildings or other developments on land affecting the sites. Effect: 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. Ground compaction and resulting associated effects on tree and plant health. Wear and tear to sports pitches. Lack of budget to facilitate repairs.	 Likelihood 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 to potentially damaging developments, have been effective in reducing the risk to this level. 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 partners and stakeholders regarding planning applications which may impact upon Highgate Wood and Queen's Park and the wider Division. 29 Apr 2025	 Likelihood Impact	4	31-Jul-2025	
							Accept	

Action no, Title,	Action description	Latest Note		Action owner	Latest Note Date	Due Date
ENV-NE-HWQP 008a Local Authority relationships	Maintain a close partnership with Planning Authorities. Assistant Director and Officers in contact with neighbouring local authorities in regard to planning issues which may impact the sites. Work collaboratively with local community and civic societies.	This is an ongoing action; the Division makes representations as necessary. Stakeholders, e.g. Consultative Committee and Hampstead Heath, Highgate Wood and Queen's Park Committee, are updated as appropriate.		Bill LoSasso; Jonathan Meares	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 008b Local planning documents	Respond to consultation on the local plans to help influence the content of the documents.	This is an ongoing action; we respond to planning issues as necessary. Stakeholders, e.g. Consultative Committee and Hampstead Heath, Highgate Wood and Queen's Park Committee, are updated when necessary.		Bill LoSasso; Jonathan Meares	29-Apr-2025	31-Jul-2025

Appendix 2

ENV-NE-HWQP 008c Planning applications	The North London division monitors planning activity in order to ensure it does not impact the open spaces.	This is an ongoing action; relevant planning applications are monitored and responded to as necessary. Stakeholders, e.g. Consultative Committee and Hampstead Heath, Highgate Wood and Queen's Park Committee, are updated when necessary.	Bill LoSasso; Jonathan Meares	29-Apr-2025	31-Jul-2025
ENV-NE-HWQP 008d Engage planning consultant	Liaise with planning consultant.	Officers will contract with a planning consultant to support continued monitoring of development proposals surrounding Highgate Wood and Queen's Park.	Bill LoSasso; Jonathan Meares	29-Apr-2025	31-Jul-2025

