

## Top Red departmental risks - detailed report EXCLUDING COMPLETED ACTIONS

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Rows are sorted by Risk Score

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
MAN CCC 001 Fire Safety  12-Dec-2017 Vic Annells; Adam Rout	<p><b>Cause:</b> Lack of management and maintenance focus on fire safety at both Mansion House and CCC e.g. Fire safety risk assessments not current and/ or works identified in the FRAs not acted upon, ageing fire safety systems, evacuation procedures out of date</p> <p><b>Event:</b> Major fire at either Mansion House or CCC</p> <p><b>Effects:</b> Potential harm/injury to staff, visitors, contractors Breach of H&amp;S and fire legislation and possible prosecution by HSE Loss of business-critical information Either location out of use for indeterminate period of time Disruption to both the House and court operations Loss of income Civil insurance claim</p>	<p>Likelihood</p> <p>Impact</p>	24	<p>A follow-up inspection by LFB took place on 5 March 2018 and they indicated that they were happy with the progress made by the new management team at CCC. No enforcement notice would be issued and LFB are due to return again in May 2018.</p> <p><b>13 Mar 2018</b></p>	<p>Likelihood</p> <p>Impact</p>	12	12-Jun-2018	<p>Increasing</p>

Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
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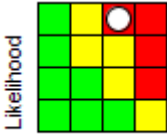
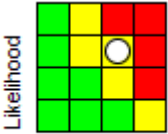

MAN CCC 001 a	Following the LFB visit in December 2017, commission an external consultant to conduct an up-to-date survey and assessment of the actions required	A suitable consultant has not yet been identified and the search is continuing.	Wayne Garrigan; Adam Rout	01-May-2018	01-Aug-2018
MAN CCC 001 b	In conjunction with CSD, set up and run project board to develop and implement action plan.	Board will soon be able to discuss the outcome of the FRA survey.	Vic Annells; Adam Rout	03-Apr-2018	31-May-2018

[illegible]

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BBC H&S 002a	In order to mitigate the risks, evacuation plans, and protocols are held for all venues, and plans are revised and reissued for specific performances where appropriate. All relevant staff are briefed, when required, on procedures and training is provided. Further mitigation measures to reduce the risk rating could include the introduction of planned "practice" large-scale evacuations for staff and customers and creation of a "Foyers Evacuation Team".	Completed. Ongoing cyclical programme for continual improvement.	Jonathon Poyner	27-Apr-2018	01-Apr-2019
BBC H&S 002b	Major Incident and Business Continuity plan for the Centre reviewed at least once a year and at other times in cases of significant changes. Departmental plans, the responsibility of individual Heads of Department, should be updated at the same frequency as a minimum. Front line staff trained at least once a year using table top exercises and briefing sessions. Partial evacuation takes place throughout the year with frequent fire alarm activations (on average 20 - 24 per annum).	Completed. Ongoing cyclical programme so as to continue improvement.	Jonathon Poyner	27-Apr-2018	30-Apr-2019

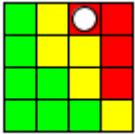
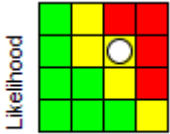

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
<b>OSD 005 Pests and Diseases summary risk</b>  30-Aug-2017 Colin Buttery	<b>This risk summaries the pest and disease risks across the Open Spaces Department.</b> <b>Causes:</b> Inadequate biosecurity; purchase or transfer of infected trees, plants, soil and/or animals; 'natural' spread of pests and diseases from neighbouring areas. <b>Event:</b> Sites become infected by animal, plant or tree diseases e.g. Oak Processionary Moth (OPM ), foot and mouth, Massaria, Ash Die Back, <i>Salmonella</i> (DT 191a), Leaf Miner Moth <b>Impact:</b> Service capability disrupted, public access to sites restricted, animal culls, tree decline, reputational damage, increased cost of monitoring and control of invasive species, risk to human health from OPM or other invasives, loss of key native species, threat to existing conservation status of sites particularly those with woodland habitats. This risk is felt to be of departmental concern due to the potential biodiversity, financial and human health impacts associated with this risk.	 Likelihood Impact	16	Risk remains red due to the increase in pests and tree diseases across the department. OPM has been discovered within the City, and governing bodies are now advising a containment approach rather than attempting eradication. Funding bids for reactive works against OPM are being considered.  <b>23 Mar 2018</b>	 Likelihood Impact	12	30-Apr-2020	  Constant

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	The actions for this risk are the open actions from each of the divisional risk registers.						
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Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
OSD CC 011 a	Regular monitoring of trees Engagement of specialists where required	Ongoing active monitoring and survey works continue.	Gary Burks	28-Mar-2018	30-Apr-2020
OSD EF 007 a	Implement actions arising from Massaria survey. Survey to be undertaken twice yearly	Ongoing action.	Geoff Sinclair	28-Mar-2018	08-Apr-2020
OSD EF 007 d	Yearly inspection of all Rhododendron and Larch. Tender of Larch removal. To be done yearly	All survey work complete and SOD rhododendrons removed from St Thomas's Qtrs. Sweet Chestnut found with SOD infection in The Warren Plantation - but has died so no risk of spores arising from this tree. However, Sweet Chestnuts need monitoring as well as remaining Rhododendron sites. Also, at The Warren Plantation Larch still needs to be felled and removed. This is now planned for August/Sept 2018.	Jeremy Dagley	28-Mar-2018	31-Oct-2018
OSD EF 007 e	Need to develop a biosecurity policy and then implement.	No further progress on this since October 2017 but linked closely with INNS work including OPM. On OPM have negotiated bespoke Statutory Plant Health Notices with F which give us some discretion in our choice of control options for this new pest.	Jeremy Dagley	28-Mar-2018	31-Oct-2018
OSD NLOS 004 a	Sourcing of plants / trees through approved suppliers. Review six monthly	Given the identification of OPM on sites, staff are actively monitoring and responding to items as they arise.	Richard Gentry	28-Mar-2018	30-Apr-2020
OSD NLOS 004 b	Trained arboricultural contractors carrying out spraying of Oak in previously infected areas	OPM discovered on site. Working with forestry commission to monitor.	Richard Gentry	28-Mar-2018	30-Apr-2020
OSD P&G 004 a	Ensure staff training is kept updated to enable timely identification of pest and knowledge of correct treatment/prevention.	Provision of staff training is ongoing. Info on training shared through HSIG, Equalities Board, SLT, and other avenues.	Lucy Murphy; Jake Tibbets	28-Mar-2018	30-Apr-2020
OSD P&G 004 b	Annual tree inspections undertaken through qualified personnel through framework contract	Last set of tree inspections done in September. Next set to be completed beginning of May.	Lucy Murphy; Jake Tibbets	28-Mar-2018	31-Mar-2020
OSD P&G 004 c	Alerts issued to staff enabling additional checks to be undertaken as part of everyday working practice	Ongoing risk management action.	Martin Rodman	28-Mar-2018	30-Apr-2020
OSD P&G 004 d	Maintain relationships with industry bodies and neighbouring local authorities to ensure free flow of information.	Ongoing action.	Lucy Murphy; Jake Tibbets	28-Mar-2018	30-Apr-2020

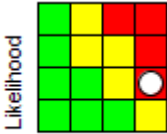
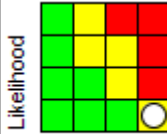

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<b>OSD 006</b> <b>Impact of development summary risk</b>  30-Aug-2017 Colin Buttery	<p><b>This risk summaries the risks associated with housing and/or transport development across the Open Spaces Department.</b></p> <p><b>Cause:</b> Pressure on housing and infrastructure in London and South East; failure to monitor planning applications and challenge them appropriately; challenge unsuccessful; lack of resources to employ specialist support or carry out necessary monitoring/research, lack of partnership working with Planning Authorities</p> <p><b>Event:</b> Major development near an open space</p> <p><b>Impact:</b> Increase in visitor numbers, permanent environmental damage to plants, landscape and wildlife, air and light pollution, ground compaction and resulting associated effects on tree and plant health. Wear and tear to sports pitches. Lack of budget to facilitate repairs, potential for encroachment.</p> <p>This risk is felt to be of departmental concern due to the high level of work required across the open space divisions to defend against the impact of development and the serious nature of the impact.</p> <p>The actions for this risk are the open actions from each of the divisional risk registers.</p>	 <p>Likelihood</p> <p>Impact</p>	16	This is likely to continue to be highly rated due to the level of work it takes to actively monitor and oppose planning applications / land encroachment across our sites. The impact of planning decisions taken out of our control continues to be an area of concern for the ongoing sustainability and enjoyment of the open spaces.  <b>23 Mar 2018</b>	 <p>Likelihood</p> <p>Impact</p>	12	30-Apr-2020	  Constant

Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
OSD EF 010 a	Epping Forest DC local plan - Attend meetings and respond to consultation on the local plan so that can influence the content of the plan and the Memorandum of Understanding between EFDC and Natural England LB Redbridge core strategy and other LA actions plans - respond to any further consultation.	Mitigation strategy in place. Ongoing implementation work action.	Jeremy Dagley	28-Mar-2018	30-Apr-2020
OSd EF 010 c	Negotiate renewal with Essex County Council and extend to cover London Borough's	Still on Essex radar with traffic modelling works undertaken. Agree a forest transport strategy to agree mitigation strategy.	Jeremy Dagley	30-Aug-2017	10-Mar-2019

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OSD NLOS 011 a	Maintain a close partnership with Planning Authorities. Supt and Officers in contact with the London Borough of Camden, Barnet and Haringey in regard to planning issues which may impact the open spaces.	Ongoing, division to make representation as necessary.	Richard Gentry	28-Mar-2018	31-Mar-2020
OSD NLOS 011 b	Respond to consultation on the local plans to help influence the content of the documents.	Ongoing. Response to planning issues as necessary. No change.	Richard Gentry	28-Mar-2018	31-Mar-2020
OSD NLOS 011 c	A Consultant is monitoring planning activity and will assist the Superintendent with specialist support in regard to resisting planning applications that impact on the Open Spaces.	Division continues to monitor planning issues.	Richard Gentry	28-Mar-2018	27-Jul-2020
OSD P&G 007 a	Attendance at meetings and respond to consultation on the local plans to help influence the content of the document.	Relationship with planning colleagues in the city continues - ongoing action.	Lucy Murphy; Martin Rodman; Jake Tibbets	28-Mar-2018	31-Mar-2020
OSD P&G 007 b	Maintain a close partnership with planning authorities including (but not limited to) Newham, Islington, Camden, and Tower Hamlets.	Ongoing risk action based on responding appropriately to relevant planning issues. Developments by Islington around Bunhill Fields are being monitored.		28-Mar-2018	31-Dec-2020
OSD TC 002 a	Inclusion in core strategy planning documents - where applicable Close partnership working with local planning authorities Active monitoring of planning applications with responses as appropriate All ongoing and/or as and when	Monitoring activity continues - ongoing action.	Hadyn Robson	28-Mar-2018	31-Mar-2020
OSD TC 002 b	Active monitoring of pollution where possible Active monitoring of environmental impacts - where possible Undertake research - where appropriate and where resources allow Ongoing	Ongoing action - monitoring of impact of visitors and other possible stressors continues.	Hadyn Robson	28-Mar-2018	31-Mar-2020

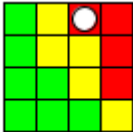
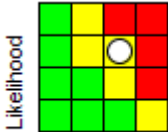

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<b>OSD 007 Maintaining</b>	<b>This risk summaries the property maintenance risks across the Open Spaces Department.</b>	 Likelihood	<b>16</b>	Risk continues to be red rated in line with the City Engineers advice on	 Likelihood	<b>8</b>	31-Mar-2020	

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<b>the City's water bodies summary risk</b> 30-Aug-2017	<p>The City is responsible for a number of water bodies, some of which are classified as "Large Raised Reservoirs" under the provisions of the Reservoirs Act 1975 and the Flood &amp; Water Management Act 2010.</p> <p>Failure to adequately manage and maintain the City's reservoirs and dams could result in leaks, dam collapse or breach.</p> <p>For some of the City's large raised reservoirs there is the potential for loss of life, damage to property and infrastructure in the event of dam collapse or breach, and the associated reputational damage.</p> <p>This risk is felt to be of departmental concern due to potential for serious consequences, the possibility of legislative change and the possibility that significant capital projects could be required.</p> <p>The actions for this risk are the open actions from each of the divisional risk registers.</p>			possible worst-case scenarios across the water bodies we manage.  <b>23 Mar 2018</b>				Constant
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Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
OSD EF 004 a	Statutory inspection visits by engineer - 6 monthly in May and October	Inspections completed in October. Next set of visits expected in May.	Martin Newnham; Geoff Sinclair	29-Mar-2018	30-Apr-2020
OSD EF 004 b	Complete works on the Eagle ponds and obtain approval for distribution of responsibilities. Survey the outward toe of the dam pending decision on shared responsibility with London Borough of Redbridge	Ongoing action - no significant developments since previous update.	Geoff Sinclair	03-Apr-2018	31-Dec-2018
OSD EF 004 c	Weekly inspection of reservoirs / dam. Review the use of penstock gates	Ongoing action.	Martin Newnham	29-Mar-2018	08-Apr-2020
OSD EF 004 e	Undertake scoping evaluations for Baldwins Pond and Birch Hall Park Pond	Ongoing action. Still awaiting further work.	Geoff Sinclair	03-Apr-2018	31-Dec-2018
OSD TC 006 a	Condition assessments carried out and options provided for approval Options costed Gateway 4 report drafted - Sept 16	Project at The Commons remains a goal for the future. Ongoing action to mitigate risk, to be updated as project moves forward.	Hadyn Robson	28-Mar-2018	31-Dec-2022
OSD TC 006 b	Inspections / monitoring of outflow condition Ongoing	All water bodies are actively monitored by relevant authorities within the City to ensure they comply with legislation.	Hadyn Robson	28-Mar-2018	31-Mar-2020

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<b>SUR SMT 006</b> <b>City Bridges: - Wanton Damage / Terrorism</b>  19-Jun-2017 Paul Wilkinson	<b>Cause:</b> Wanton Damage / Terrorism <b>Event:</b> Structural damage to bridge/s <b>Impact:</b> Instability in bridge structure leading to possible collapse, reputational damage, disruption to traffic, additional costs to repair / replace disruption to traffic, additional costs to repair / replace	Likelihood  Impact	16	CSD is working with internal partners, particularly DBE, to improve ongoing management and communication of actions associated with this risk. This will include - Inspections - Maintenance reports - Areas of concern  <b>26 Mar 2018</b>	Likelihood  Impact	12	31-Mar-2019	          Decreasing

Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 006a	Counter Terrorism	<p>There is Police presence, but the bridges are located outside the security cordon. Tower Bridge has cameras and security requirements for visitors</p> <p>Temporary mitigation by the Metropolitan Police is in place, but this is not full Hostile Vehicle Mitigation -discussions are on-going with various authorities to identify next steps</p>	Nicholas Gill; Ian Hughes; Paul Monaghan	14-Mar-2018	31-Mar-2019
SUR SMT 006b	Traffic Management	Paul Monaghan has spoken to TFL in connection with traffic management contingency plans. TFL have a sequence of plans in place depending on the situation which arises. Paul is an on-going member of the River Crossings Liaison Group and can update CSD at the quarterly meetings as appropriate.	Nicholas Gill; Paul Monaghan; Peter Young	01-Mar-2018	31-Mar-2019




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<b>SUR SMT 007</b> <b>City Bridges: -</b> <b>Tunnelling for</b> <b>the Thames</b> <b>Tideway</b> <b>Tunnel</b>	<b>Cause:</b> Tunnelling for the Thames Tideway Tunnel effects bridge structures <b>Event:</b> Bridge/s become inoperable or have reduced operability <b>Impact:</b> Closure, reputational damage, disruption to traffic, additional costs to repair / replace	<div>Likelihood</div> <div>Impact</div>	16	CSD to work with internal partners, particularly DBE, to improve ongoing management and communication of actions associated with this risk. This will include  - Inspections  - Maintenance reports  - Areas of concern  All tunnelling on the Thames Tideway should conclude by 2021 <b>14 Mar 2018</b>	<div>Likelihood</div> <div>Impact</div>	16	31-Mar-2021	<div></div>  

Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 007a	Asset protection Agreements	CSD to negotiate asset protection Agreements in conjunction with Comptroller and City Solicitor.	Paul Monaghan	14-Mar-2018	31-Mar-2019
SUR SMT 007b	Reputation and Traffic management	DBE have appraised TFL of the potential impacts of bridge closures and suggest that TFL have appropriate contingency plans in place. This was with the view that mitigation plans could be developed. However, TFL advised that they do not define contingencies prior to an event, as this is dependent on the availability of alternative routes.	Paul Monaghan	14-Mar-2018	31-Mar-2019

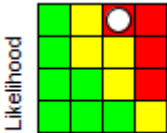
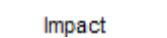
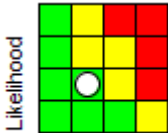
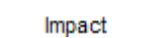

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<b>SUR SMT 008</b> <b>City Bridges: -</b>	<b>Cause:</b> Substantial Vessel strike <b>Event:</b> Structural damage to bridge <b>Impact:</b> Instability in bridge structure leading to possible		<b>16</b>	CSD to work with internal partners, particularly DBE, to improve ongoing management and communication of		<b>16</b>	31-Mar-2018	

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<b>Substantial vessel strikes</b>	collapse. Death / injury, disruption of traffic, reputational damage, additional costs to repair / replace			actions associated with this risk. This will include  - Inspections  - Maintenance reports  - Areas of concern  <b>14 Mar 2018</b>					Constant
19-Jun-2017 Paul Wilkinson									

Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 008a	Navigation controls	Navigation is controlled by the Port of London Authority and navigation lights fixed to bridges.  Department of Built Environment to investigate further defences and report back to the City Surveyor. Paul Monaghan is an on-going member of the River Crossings Liaison Group and can update CSD at the quarterly meetings as appropriate as to any appropriate actions, activities, or change in the risk status of this item.	Nicholas Gill; Paul Monaghan; Peter Young	14-Mar-2018	31-Mar-2019

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<b>TC TCO 05 Customer Relationship Management System</b>  20-Nov-2015 John Barradell; Simon Murrells; Damian Nussbaum	Cause: Outdated software that is no longer supported stops working or will no longer work with our network environment Event: Failure of the CRM system Effect: Loss of critical data, Contact Centre, C.O.D team unable to effectively carry out their duties.	 Likelihood	<b>16</b>   Impact	The Corporation has procured a new system tailored to the needs of the Contact Centre ("Firmstep"). We are now implementing the new system and it should be operational by the end of the month.  <b>06 Apr 2018</b>	 Likelihood	<b>4</b>   Impact	31-Mar-2018	  Constant

Action no	Description	Latest Note	Managed By	Latest Note Date	Due Date
TCTCO05D	The Corporation has procured a new system tailored to the needs of the Contact Centre ("Firmstep"). We are now implementing the new system and it should be operational by the end of the month.	The Corporation has procured a new system tailored to the needs of the Contact Centre ("Firmstep"). We are now implementing the new system and it should be operational by the end of the month.	Sam Collins	06-Apr-2018	30-Apr-2018
TCTCO05E	The Corporation has a procured a new platform (City Dynamics) and is configuring a new application tailored to the needs of strategic engagement and events management (SEEM) that will support compliance with new data protection law. The strategic engagement function will be implemented in early Summer, followed by the events management function in early Autumn. The solution for Strategic Engagement is currently undergoing System Testing and will be made available for UAT shortly.	The Corporation has a procured a new platform (City Dynamics) and is configuring a new application tailored to the needs of strategic engagement and events management (SEEM) that will support compliance with new data protection law. The strategic engagement function will be implemented in early Summer, followed by the events management function in early Autumn. The solution for Strategic Engagement is currently undergoing System Testing and will be made available for UAT shortly.	Damian Nussbaum	06-Apr-2018	30-Oct-2018
TCTCO05F	A data retention and data migration approach have been proposed and are being considered by the City Dynamics governance group. Initial discussions took place last week, but further consideration is required.	A data retention and data migration approach have been proposed and are being considered by the City Dynamics governance group. Initial discussions took place last week, but further consideration is required.	Simon Murrells	06-Apr-2018	30-Aug-2018

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	The decision has been taken not to migrate data to Firmstep, but to start with a clean dataset for the Contact Centre.	The decision has been taken not to migrate data to Firmstep, but to start with a clean dataset for the Contact Centre.			
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