

## Epsom & Walton Downs Conservators' Risk Register

ID.	Category	Risk Identified <i>Risk that...</i>	Risk Consequences	Risk Owner	Likelihood	Impact	Inherent Risk	Mitigations & Controls	Likelihood (2)	Impact (2)	Residual Risk	Direction of Travel	Future Actions to Further Mitigate & Control Risk	Date Last Updated
EWDC1	Operational	Incident on the Downs or failure to provide adequate health & safety arrangements	<ul style="list-style-type: none"> <li>* Breach of Health &amp; Safety.</li> <li>* Reputational damage.</li> </ul>	Conservators	4	3	12 - High	<ul style="list-style-type: none"> <li>* New warning signs installed across the Downs (positive feedback from users received).</li> <li>* The Conservators can place reliance on Health &amp; Safety arrangements for the Council, The Jockey Club and the TGMB.</li> <li>* The Council has operational H&amp;S policies risk assessments and guidance. All incidents /accidents reported and reviewed.</li> </ul>	3	3	9 - Medium	No change		May-23
EWDC2	Operational	Risk of major disruption or injury to users on the Downs	<ul style="list-style-type: none"> <li>* Breach of Health &amp; Safety.</li> <li>* Reputational damage.</li> <li>* Impact on Derby/ races or other events.</li> </ul>	Conservators	4	3	12 - High	<ul style="list-style-type: none"> <li>* Emergency Plans and Business Continuity Plan (JC have plans for Derby and race days).</li> <li>* Ongoing support for Derby through Derby Planning Group, JASPE and SAG.</li> <li>* Insurance arrangements.</li> <li>* Risks assessments.</li> <li>* Reporting committee arrangements.</li> <li>* Applied Resilience support in place.</li> <li>* Council Incident Liaison Officers who attend the Derby.</li> </ul>	3	3	9 - Medium	No change		May-23

EWDC3	Operational	Failure to maintain the standards across the Downs including maintenance of the car parks	* Potential accident or claim.	Conservators	3	4	12 - High	* Ongoing maintenance programme in place and visual inspections in place. * Habitat Management Plan. * Golf Club Management Plan. * Some remedial work has taken place in car park due to higher usage as a result of COVID-19. * Work was undertaken to raise edges in key areas to avoid further damage by cars driving in inappropriate areas.	2	3	6 - Medium	No change	* Inspection of car parks to be undertaken to assess the cost of any future works required [in progress].	May-23
EWDC4	Operational	Staffing Resources	* Could reduce operational standards until team fully staffed.	Conservators	4	4	16 - High	* Full complement of staff in place. * Access to temporary staff.	3	2	6 - Medium	No change	* Unique environment which can impact staffing resilience (e.g. is a member of staff is sick).	May-23
EWDC5	Operational	Conflicting usage / activities across the Downs	* Poor behaviour of specific groups. * Reduction in number of horses being training. * Damage to Downs (inc. habitats).	Conservators	3	2	6 - Medium	* Information signs installed across the Downs. * Downs issues are escalated to the Joint Enforcement Group (standard agenda item). * Reporting of issues and taking remedial action if required. * Role of the Consultative Committee also involves referring matters arising in this regard. * Ongoing monitoring unauthorised events, and signposting to events booking system.	3	2	6 - Medium	No change	* Booking information to be added to map entry boards [in progress].	May-23
EWDC7	Projects	Reprovision of toilet facilities	* Failure to deliver project.	Conservators	3	3	9 - Medium	* Signposting to Cemetery where there are council maintained facilities. * Monitor reports of demand for facilities (currently low).	3	2	6 - Medium	No change		May-23

EWDC9	Financial	There is a budget shortfall or insufficient funds to support the work of the Conservators	* Work programme not completed and maintenance/operational cover reduced.	Conservators	3	4	12 - High	* Agreed balanced budget each year. * Budget monitoring. * Financial accounts audited. * Repairs and renewal for the replacement of plant. * Grant funding successful. * Monitoring progress of the project implementation.	3	2	6 - Medium	No change	* Prioritise tasks in the forward plan. * Further investigate contingency measures to address rising inflationary costs and the cost of fuel. * Explore additional funding opportunities.	May-23
EWDC10	Legal	Decisions made by the Conservators are illegal, inconsistent or fail to comply with the Epsom and Walton Downs Regulation Act 1984	* Decisions are challenged.	Conservators	3	4	12 - High	* Legal advice is provided by the Legal Team when appropriate and included within reports. * Training of Conservators so there is a clearer understanding of roles and responsibilities.	2	2	4 - Medium	No change	* New Head of Legal Services joining the council in May 2023.	May-23
EWDC11	Governance	Adequacy of insurance arrangements for the Downs	* Ensuring all aspects are covered and clarity of cover.	Conservators	3	3	9 - Medium	* Each partner has in place satisfactory insurance cover.	2	2	4 - Medium	No change		May-23
EWDC12	Governance	Conflict of interests of partner	* To ensure decisions are made in best interest of conservators.	Conservators	2	3	6 - Medium	* The Conservators consist of representatives from Council, Jockey Club and Training Ground Management Board and have a duty to act in the best interest of a Conservator whilst decision making. * Committee report template to note legal obligations and where necessary contain internal/external legal advice. * Governance: Act of Parliament (Epsom & Walton Downs Regulation Act).	2	2	4 - Medium	No change	* Stakeholder performing their duty well over the year.	May-23
EWDC13	Operational	Adequacy of service obligations	* Ensure Downs is well maintained and accessible.	Conservators	3	3	9 - Medium	* Conservators receive updates on service. * Conservators Service Delivery Plan.	2	2	4 - Medium	No change	* Downs Strategy / plan for the future.	May-23
EWDC16	Events	Future beacon lighting events	* Health and safety. * Unsuccessful event.	Conservators	3	4	16 - High	* Static beacon in place. * Blueprint for running successful and safe beacon events in place. * Dynamic risk assessments.	2	2	4 - Medium	No change		May-23

EWDC15	Citizens	Safeguarding on the Downs	* A safeguarding issue arises / not reported.	Conservators	2	4	8 - Medium	* Reporting arrangements in place.	2	1	2 - Low	No change	* Mandatory training to be rolled out to all staff [in progress].	May-23
--------	----------	---------------------------	---	--------------	---	---	------------	------------------------------------	---	---	---------	-----------	---	--------

## Retired EWDC Risks

ID.	Category	Risk Identified <i>Risk that...</i>	Risk Consequences	Risk Owner	Head of Service	Likelihood	Impact	Inherent Risk	Mitigations & Controls	Likelihood (2)	Impact (2)	Residual Risk	Direction of Travel	Future Actions to Further Mitigate & Control Risk	Date Last Updated
Retired: EWDC6	Events	Delivery of the Queens Jubilee events and beacon [event held]	Failure to deliver successful events and light the beacon.	Jubilee Planning Group	DofCS	2	4	8 - Medium	* Group in place to manage events. * Risk assessments in place. * Partnerships in place to address event, traffic and stewarding plans.	2	3	6 - Medium			May-23
Retired: EWDC8	Projects	Replacement of the Hack Sand with a Hack Canter [completed]	* Failure to deliver project.	Jockey Club	MD of JC	3	3	9 - Medium	* Jockey Club to manage implementation.	2	2	6 - Medium			May-23
Retired: EWDC14	Events	Management of agreed events on the Downs and illegal events [covered by EWDC5]	* Events badly managed risking habitat or those taking part, or non approved events being held.	Streetcare Manager	Conservators	3	3	9 - Medium	* Arrangements are in place to agree those events that can be held on the Downs and are pre-approved: where applicable fee paid, contract signed. * New or high risk events only to be brought to conservators as agreed.	2	2	4 - Medium		* Further exploration into enhancing awareness of the requirements for events on the Downs, and the monitoring of events and their impact on the Downs.	May-23

# Scoring Matrix

<b>Likelihood</b>	<b>4</b> Very likely	4	8	12	16
	<b>3</b> Likely	3	6	9	12
	<b>2</b> Possible	2	4	6	8
	<b>1</b> Remote	1	2	3	4
<b>Multiplier</b>	<b>1</b> Insignificant	<b>2</b> Minor	<b>3</b> Major	<b>4</b> Severe	
		<b>Impact</b>			

## Key

	High risks
	Medium risks
	Low risks
	Risk tolerance boundary