

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	Failure to provide adequate health & safety arrangements on the Downs	<ul style="list-style-type: none"> * Breach of Health & Safety. * Reputational damage. 	Conservators	4	3	12	<ul style="list-style-type: none"> * Warning signs installed across the Downs (positive feedback from users received). * The Conservators can place reliance on health and safety arrangements for the Council, The Jockey Club and the TGMB. * The Council has operational H&S policies risk assessments and guidance. All incidents /accidents reported and reviewed. 	3	3	9	No change		Dec-23
EWDC2	Operational	Major incident, disruption or injury to users on the Downs	<ul style="list-style-type: none"> * Breach of Health & Safety and Civil Contingencies Act. * Reputational damage. * Impact on Derby/ races or other events. 	Conservators	4	3	12	<ul style="list-style-type: none"> * Emergency Plans and Business Continuity Plan (JC have plans for Derby and race days). * Ongoing support for Derby through Derby Planning Group, JASPE and SAG. * Insurance arrangements. * Risks assessments. * Reporting committee arrangements. * Applied Resilience support in place. * Council Incident Liaison Officers who attend the Derby. 	3	3	9	No change		Dec-23

EWDC3	Operational	Failure to maintain quality standards across the Downs and adequacy of service obligations (including maintenance of the car parks)	* Potential accident or claim. * Downs poorly maintained. * Downs become less accessible.	Conservators	3	4	12	* Ongoing maintenance programme in place and visual inspections in place. * Insurance in place. * Conservators receive updates on service. * Conservators Service Delivery Plan. * 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.	3	3	9	Worsened	* Inspection of car parks to be undertaken to assess the cost of any future works required [in progress]. * Downs Strategy / plan for the future.	Dec-23
EWDC4	Operational	Inadequate staffing resource available for Downs projects and maintenance	* Reduction in operational/quality standards until team fully staffed.	Conservators	4	4	16	* Full complement of staff in place. * Access to temporary staff.	3	2	6	No change	* Unique environment which can impact staffing resilience (e.g. is a member of staff is sick).	Dec-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	* 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	No change	* Booking information to be added to map entry boards [in progress].	Dec-23
EWDC7	Projects	Reprovision of toilet facilities	* Failure to deliver project.	Conservators	3	3	9	* Signposting to Cemetery where there are council maintained facilities. * Monitor reports of demand for facilities (currently low).	3	2	6	No change		Dec-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	* 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. * Agreement of funding plan for Ash die back	3	2	6	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.	Dec-23
EWDC10	Legal	Decisions made by the Conservators are illegal, inconsistent or fail to comply with the Epsom and Walton Downs Regulation Act 1984 (including Undeclared / unidentified conflict of interest related to a member of the Conservators)	* Decisions are challenged. * Reputational damage. * Decisions made that are not in the best interest of Conservators and Downs. * Fraud.	Conservators	3	4	12	* Legal advice is provided by legal teams when appropriate and included within reports. * Training of Conservators so there is a clearer understanding of roles and responsibilities. * 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	No change	* Stakeholder performing their duty well over the year.	Dec-23
EWDC11	Governance	Inadequate insurance arrangements for the Downs	* Ensuring all aspects are covered and clarity of cover.	Conservators	3	3	9	* Each partner has in place satisfactory insurance cover.	2	2	4	No change		Dec-23
EWDC15	Citizens	Safeguarding on the Downs	* A safeguarding issue arises / not reported. * Costs involved in rectifying incident. * Reputational damage.	Conservators	2	4	8	* Reporting arrangements in place.	2	1	2	No change	* Mandatory training to be rolled out to all staff [in progress].	Dec-23
EWDC16	Events	Future beacon lighting events	* Health and safety incident. * Unsuccessful event. * Reputational damage.	Conservators	3	4	12	* Static beacon in place. * Blueprint for running successful and safe beacon events in place. * Dynamic risk assessments undertaken.	2	2	4	No change		Dec-23

EWDC17	Operational	Fire destroying part of the Downs and subsequently affecting its use (e.g. due to climate change and use of barbeques)	* Destruction of habitats. * Inability for horses to train. * Public unable to enjoy facilities. * Costs involved with rectification.	Conservators	2	4	8	* Restrictions on the use of barbecues. * Staff trained on how to respond to fire incidents. * Regular patrols of the Downs by members of the Conservators.	2	1	2	No change	Dec-23
EWDC18	Operational	Disruption of training facilities due to high pollen count	* Horses unable to train.	Conservators	2	3	6	* Grass cutting undertaken before training runs.	2	1	2	No change	Dec-23

Retired EWDC Risks

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										Likelihood (2)	Impact (2)	Residual Risk			
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
Retired: EWDC12	Governance	Undeclared / unidentified conflict of interest related to a member of the Conservators	* Decisions made that are not in the best interest of Conservators and Downs. * Fraud. * Reputational damage.	Conservators		2	3	16	* 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	6	No change	* Stakeholder performing their duty well over the year. * Merged with EWDC10 (Row 11), as similar.	Dec-23
Retired: EWDC13	Operational	Adequacy of service obligations	* Ensure Downs is well maintained and accessible.	Conservators		3	3	6	* Conservators receive updates on service. * Conservators Service Delivery Plan.	2	2	6	No change	* Downs Strategy / plan for the future. * Merged with EWDC3 (row 6) as similar.	Dec-23