

APPENDIX A

Neighbourhood Services Corporate Risk Register – Car Park Services

	Risk Description	Possible Triggers	Possible Consequences	Risk Mitigation/Control	Officer	Further Action(s) (if appropriate)	Resource	Due Date	Residual Risk Rating
1.	Shortfall in Car Park income.	The general economic climate.	Shortfall in off-street car park income.	Monthly monitoring of car park income against estimates allows us to identify income being behind budget.	DMT	Current Car Park income is on budget. Positive out turn in previous years Closer monitoring and more focus on projections	The general economic climate.	Ongoing	
2.	Claims from Slippery conditions in car parks/parks during periods of freezing weather.	An increase in the frequency of cold winters resulting in periods of sustained periods of ice and snow.	Claims from members of the public resulting from accidents.	Where there is a forecast for periods of snow / icy conditions of over three days specified areas of the car parks should be gritted. This would be undertaken by the Rapid Response Teams with grit supplied by WCC as part of our agreement. The Contract Services manager or the Senior Ranger in their absence will confirm that gritting is to take place. The areas where gritting will take place are identified on plans maintained by parking services. A priority listing of the car parks to be gritted will be maintained and kept under review.	DMT WCC Staff	Ongoing liaison with WCC	Staff time	Ongoing.	
3.	Damage to P&D machines in off-street car parks including Pay on Foot.	Vandalism / burglary.	Loss of income. Inconvenience to public.	Rangers as part of normal duties. Daily inspections of every machine. Increased frequency of cash collection.	DMT / Staff	Ongoing inspection of machines.	Staff time	Ongoing	

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4.	Damage to vehicles and persons in off-street car parks.	Vandalism. Accidents.	Loss of Income. Reputation. Economic /Tourism.	Rangers. CCTV. Public. Police.	DMT / Staff	Ongoing inspection within car parks.	Staff time	Ongoing	
5.	Structural Integrity of Multi-storey car parks	Poor maintenance regime. General deterioration through age.	Loss of income due to closure of car park. High cost repairs. Impact of local business.	Improved maintenance regime with regular expert testing of the buildings. Capital investment to prolong life expectancy of car parks.	DMT	<p>Linen St will undergo a monthly structural survey to ensure it is safe for public use. A feasibility study is underway to ascertain the long term options for the site. It will close sometime in the near future as it has reached the end of its design life.</p> <p>Covent Garden MSCP will be rebuilt as part of the HQ relocation project. Interim remedial works are planned by September 2016 to maintain the safety of the site for public use. The proposed demolition is due October 2017 with a new car park open in October 2018. St Peters requires remedial works and will be tendered at the same time as Covent Garden's remedial works.</p>	Staff Time	Executive agreed to funding for St Peters in February 2016 & Covent Garden repairs in & June 2016. Final decision to rebuild Covent Garden will be July 2017.	

Key:

DMT = Departmental Management Team

WCC = Warwickshire County Council