

**CITY OF PLYMOUTH
MOUNT EDGCUMBE JOINT COMMITTEE**

Joint Chair: Councillor Reynolds, Plymouth City Council/
Councillor Trubody Cornwall Council

CMT Member: Director for Community Services
Plymouth City Council

Senior CC Officer: Mike East, Head of Environment & Heritage,
Cornwall Council

Subject: Operational Action Plan 2010/2011 and Risk
Management

Committee: Mount Edgcumbe Joint Committee

Date: 5 February 2010

Author: Ian Berry, Park Manager

Contact: tel: 01752 822236
e-mail: ian.berry@plymouth.gov.uk

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Part: I

Executive Summary:

This report outlines the work and events planned during the financial year 2010/2011 and the Risk Management steps taken to ensure delivery.

Mount Edgcumbe Corporate Plan 2009-2012:

If approved the actions set out in this plan will contribute to the strategic objectives agreed by the Joint Committee.

**Implications for Medium Term Financial Plan and Resource Implications:
Including finance, human, IT and land**

The actions listed in this report are in line with current budget forecasts outlined in the budget report.

**Other Implications: e.g Section 17 Community Safety, Health and Safety,
Risk Management, Equalities Impact Assessment, etc**

N/A

Recommendations and Reasons for Recommended Action:

It is recommended that:-

- i) Members approve the Operational Action Plan 2010/2011 and note the Risk Management Strategy that supports it.

Alternative Options Considered and Reasons for Recommended Action:

N/A

Background Papers:

- i) Mount Edgcumbe Events File
- ii) Mount Edgcumbe Buildings File
- iii) Mount Edgcumbe Environmental Files

Sign Off

Fin		Leg	N/A	HR	N/A	AM	N/A	IT	N/A
Cornwall County Council									

1. Introduction

- 1.1 This report requests Members to approve the Action Plan and note the Risk Management steps taken for the 2010/2011 financial year.

2. Breakdown of the Action Plan

- 2.1 As in previous years, the plan is broken down into the core areas of work undertaken at Mount Edgumbe as follows:-

- i. Formal Areas
- ii. Camellia Collection
- iii. Amphitheatre
- iv. Woodlands
- v. Beaches and Foreshore
- vi. Footpath/Signage/Roads
- vii. Coastal Areas
- viii. The Built Environment
- ix. Special Events
- x. Mount Edgumbe House & Collection
- xi. Health and Safety
- xii. Heritage Project

The Action Plan can be found at Appendix A.

3. Financial & Resource Implications

- 3.1 The work and events in the Action Plan are achievable within the budget forecast and Business Plan for 2010/2011.
- 3.2 It should be noted, that to ensure we stay within budget, the frequency of some actions may be changed.

4 Risk Management

- 4.1 Risk management forms a part of this report. The format follows Plymouth City Council's guide to Risk Management. The Risk Management Register can be found at Appendix B.

5 Recommendations

- 5.1 It is recommended that:-
- i. Members approve the Operational Action Plan 2010/2011 and note the Risk Management Strategy that supports it.

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
1	FORMAL AREAS	Grass Cutting	Two Weekly – April to October	Gardening Team/Contractor	Grounds Maintenance Budget	
		Spring and Summer Bedding for Italian and French Garden	Summer Bedding – mid May	Gardening Team	Grounds Maintenance Budget	
			Spring Bedding – mid October	Gardening Team	Grounds Maintenance Budget	
		Hedge Trimming	July to October	Gardening Team	Grounds Maintenance Budget	
		Shrub Bed Maintenance	October to March	Gardening Team	Grounds Maintenance Budget	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Rose Garden Management (manure, prune and replant)	March to September	Gardening Team	Grounds Maintenance Budget	
		Regeneration of the Great Hedge	Autumn/Winter	Gardening Team	Grounds Maintenance Budge	
	Jubilee Garden	Topiary work	Ongoing	Gardening Team	Grounds Maintenance budget	
	Paths	Repairs as required	Ongoing	Gardening Team	Grounds Maintenance budget	
	Italian Garden	Placing out of Citrus and Agaves	Early May 2010	Gardening Team	No direct cost	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Removal of Citrus and Agaves	Mid October 2010	Gardening Team	No direct cost	
2	CAMELLIA COLLECTION	Continued Improvements to physical access to the collection	Ongoing	Gardening Team	Grounds Maintenance/ Paths Budget	
		Camellia Trail signage and interpretation	Out by February 2010 removed by May 2010	Gardening Team	Grounds Maintenance budget	
		New Signage being designed	February 2011		FOMECP (subject to time and costs being agreed)	
		Updating of the Camellia database	Ongoing	Foreman Gardener	No Cost	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
3	AMPHITHEATRE/ LOWER PARK	Rhododendron clearance and replanting trees as required	Ongoing throughout the year	Ranger Team/ Gardeners	Grant aided	
		Repair of Multi Use Track and paths and keeping clear of vegetation	Ongoing throughout the year	Ranger Team/ Gardeners	Grounds Maintenance/ Paths Budget	
		Cutting of wildflower Meadows	September 09	Contractor	Grounds Maintenance	
4	WOODLANDS & SPECIMEN TREE WORK	Tree surgery/ safety felling	Ongoing throughout the year	Ranger Team		
		Tree Planting as part of Woodland Grant Scheme and replanting of lost trees	Nov 09 – April 10	Ranger Team		

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
	PHYTOPHTHORA RAMORUM CONTROL	Control of Rhododendron ponticum by cutting and spraying	Ongoing throughout the year. Current programme to be completed by 2011	Ranger Team and contractors	Grant aided	
		Regular Plant health checks	Periodically throughout the year	Head Gardener/Ranger & Plant Health Inspectorate	N/A	
5	BEACHES AND FORESHORE	Regular litter picks	On going throughout the year	Ranger Team	None	
		Monthly meetings of Cawsand Beach Steering Group	Monthly April to September. Bi-monthly October to March	Park Manager	None	
		Continuation of boat registration scheme for Cawsand Beach	April 10	Park Manager	None	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Monitoring of water safety measures	Regular checks	Building Officer	None	
		Liaison with Key Stakeholders	N/A	Park Manager	None	
6	FOOTPATHS/ROADS SIGNAGE	Replace signage where appropriate	Ongoing	Head Ranger/Rangers	Roads and Paths Budget	
		Footpath maintenance & vegetation control	On going	Ranger Team Contractors	Footpath budget	
		New Finger Posts as required	Ongoing			

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
7	COASTAL AREAS (Penlee Point to Whitsand Bay)	Liaise with Cornwall Council Access Team re: maintenance of coastpath	On going	Park Manager	N/A	
		Maintenance of Grazing at Watchouse Field, Rame Head and Polhawn. On going liaison with the Duchy of Cornwall with regard to loan of ponies	On going	Head Gardener/Ranger	N/A	
		Liaise with Cornwall Wildlife Trust re: Penlee Battery				
		Butterfly Survey – Watchouse Field and Penlee Battery	On going	Head Gardener/Ranger	N/A	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Scrub Clearance	April to Sept	Head Gardener/Ranger		
			Autumn - Winter	Head Gardener/Ranger	Will draw down Stewardship monies	
		Japanese Knotweed Control Whitsand Bay	April – September 10	Ranger Team	Grounds Maintenance	
8	BUILT ENVIRONMENT	Programme checks of all structures for safety and maintenance	Ongoing	Buildings Manager	Park Maintenance budget	
		Security checks, repair and replacement of picnic tables, seats, benches and signs as required.	End of March 2011	Buildings Manager	Park Maintenance budget	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Monitoring of energy and water usage and survey of heating system	End March 2011	Buildings Manager	Park Maintenance budget	
		Emptying of Septic Tanks	July 10 and March 11	Buildings Manager	Park Maintenance budget	
		<u>Orangery/Gardeners Lodge</u> Repairs to windows and external redecoration	August 10	Buildings Manager	Park Maintenance budget	
		<u>English Garden House</u> Repairs to external column	June 10	Buildings Manager	Park Maintenance budget	
		<u>Sea Wall</u> Repairs to collapsed section	Sept/Oct 10	Buildings Manager	Park Maintenance budget	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		<u>West Lodge</u> Replace decayed windows	May 10	Buildings Manager	Park Maintenance budget	
		<u>Garden Furniture</u> Repairs as required	May 10	Buildings Manager	Park Maintenance budget.	
		<u>Toilets</u> Redecoration	Jan/Feb 11	Buildings Manager	Park Maintenance budget	
		<u>Barrow Park Flat 4</u> Take up and relay whole concrete floor	Nov 10	Buildings Manager	Park Maintenance budget	
		<u>Folly</u> New Oak handrail to be fitted	July 10	Buildings Manager	Park Maintenance budget	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		<u>Gardeners Lodge</u> New rear door to lodge and equipment store	June 10	Buildings Manager	Park Maintenance budget	
		<u>Mount Edgcumbe House</u> Fit out of old flat for offices	May 10	Buildings Manager	Park Maintenance budget	
9	ORIENTEERING COURSE	Regular checks of controls	Ongoing	Ranger Team	N/A	
10	EVENTS 2010/11 Leaflet to be circulated					
11	HERITAGE PROJECT	Full Launch	Spring 2010	Park Manager	Capital Borrowing and additional income generation	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
12	HEALTH & SAFETY	Risk Assessment Review	Continues Review	Head Gardener/Ranger	N/A	
		Inspection of Lifting, Winching, Climbing equipment	June and November 2010	Approved Contractor	Maintenance budget	
		Portable Appliance Testing	May 2010	Contractor	Maintenance budget	
		Fire Equipment & Alarm Checks	Twice per annum	Contractors	Maintenance budget	
		Commercial Gas Appliance Testing	June 10	Contractors	Maintenance budget	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Cleaning & Testing of Water Systems	June 10	Cornwall Council Contractors	Maintenance budget	
		Five Year Building Electrical Checks		Contractor	Maintenance budget	
	HEALTH & SAFETY TRAINING	First Aid	Ongoing	Contractor	Training Budget	
		Chainsaw Certificate Refresher	Ongoing	Contractor	Training Budget	
		Woodchipper refresher	Ongoing	Contractor	Training Budget	

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	ACTION AREA	ACTION	TARGET DATE	RESPONSIBLE STAFF	FUNDING	PROGRESS
		Manual Handling Training	Ongoing	Contractor	Training Budget	

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

1. INTERPRETATION

The main aims are to make the house more family-friendly and to introduce talks or workshops that change daily/weekly to encourage repeat visits.

Description	Access	Learning & interpretation	resources	Target date
Try-on costumes: Additional costumes to be made, emphasis on child's sizes and hardwearing, easier to put on.	An alternative & family friendly method of interpretation.	About history through costume Increases interaction. Links to National Curriculum 'the Tudors'	Friends to fund additional costumes to be produced in 2009-10	Ready for Spring 2010
Costumed Stewards (butler and housekeeper)	As above, plus direct interaction with 'characters' from Victorian period	Costumed interpreters directly interacting with visitors. Links to National Curriculum theme 'The Victorians'	As above Stewards to take on these roles KJ	Ready for Spring 2010
Sawmill Additional activities/displays in sawmill, especially on the lower level	Lower level is not accessible to wheelchair users but the majority of visitors do not currently venture down to this level. Aimed at children/families	Focus on wood different types, smells uses etc Interactive	poss. FOMECP but aim to keep this very low cost - perhaps use timbers from the estate only and produce in house. KJ	Ready for Spring 2010
Room Guides (hand held) Rationalise content of Room Guides. To contain information on fewer objects (key objects in room), larger type face, more attractive presentation	More accessible, relevant and less long-winded.	More information on fewer items. Not just description perhaps but some story or contextual info.	very low cost Stewards to do translations Poss. use museum designer to help with layout or CCC designer or designed in-house. KJ	Ready for Spring 2010
Daily events Introduce a programme of daily short events that the stewards can provide. These	Improves the mix of interpretation methods Varied, family friendly	Additional/alternative information for visitors More learning opportunities	These will all be run by stewards already on the rota for that day. No additional staff needed initially.	To start Easter 2010

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will be simple craft activities, themed trails for children, short talks on an artefact/subject/theme, story telling, piano playing or other. Event to be advertised on blackboard in barrow park courtyard and outside house. Some to be advertised in the events brochure	Encourages repeat visits	Suits different types of learners		
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2. EXHIBITION PROGRAMME

Mount Edgcumbe exhibitions bring in different visitors. They are designed to suit people of different ages and they add value to the visit. Exhibitions enhance visitor's knowledge and understanding of the family and local history. In addition they are a way of us (Mount Edgcumbe staff) to increase our own knowledge and provide a growing resource for our users.

Description	Access	Learning & interpretation	resources	Target date
<i>Admiral of the Blue</i> , 2010 exhibition about George, 1 st Earl of Mount Edgcumbe	All ages including children	Interpretation of family history Seafaring and adventures Learning about portraiture	NMM loan of portrait Poss loans from museum of Naval History PCMAG: design Budget: Special Events	Ready for Spring 2010
<i>Treasures from the Sound</i> , 2011 Exhibition about wrecks in Plymouth Sound	All ages. Poss use of digital equipment if NAS support	Will link with Meta Catharina project – will extend the learning.	HLF funding KJ & partner organisations (Nautical Archaeological Society?)	Ready for Spring 2011
<i>Metta Catharina Project</i> To start winter/Spring 2009-10 Working with the group that dived the Meta Catharina wreck. Creating a venue to house their	Archive becomes accessible to researchers. Collection on view to public Different interpretation methods	Uses the unique story of this group to inspire. Modern history of equipment, dive/salvage methods etc with the older history of the wreck and of its contents. Will link with 2011 exhibition	HLF (or other) grant is essential to the success of this project. We cannot undertake it using our own budgets KJ/Catharina Trust	Two year project with poss start date Jan 2011

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archive and display/ interpret their collection				
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3. DOCUMENTATION

Our documentation backlog is quite small (approximately 20 items have not yet been allocated an accession number)

As described below we now have access Plymouth City Museums Collections Database (Micromusee), the digital version of our collections data. Previously this was not possible for technical reasons. We will begin to use this database in January 2010.

Retrospective Documentation	resources	Target date
<p>Accessions Accession, document and label recent acquisitions (approximately 20 items)</p>	KJ/JC	End of Feb 2010
<p>Micromusee Database The Mount Edgcumbe Collection's key data is recorded on Plymouth City Museums' collections database. Access to this database has now become available to us here. We will be able to extract and add information, do searches, update and create new records (this used to be done by staff at the museum on our behalf).</p> <ul style="list-style-type: none"> • Training for Curator and Museum Assistant in using the database • Add new accessions and update existing records 	Mount Edgcumbe training budget	End of Feb 2010
<p>Loans inventories Loans of tools from Geevor, Weald and Downland and National Trust need to have full inventories created for them in spreadsheet format (currently we have lists of items, accession numbers and their and locations recorded). Accession number, title, location and condition will be recorded. Copies of these will be printed and kept in a separate location.</p>	In house JC	End of July 2010

Additional Documentation Plans		
<p>Photograph archive Documentation has begun. Currently it is rudimentary: All the photos have been scanned and given a number. Additional information needs to be added and indices created for search purposes.</p>	Done by staff in house JC/KJ	End of November 2010

4. CONSERVATION

Introduction

OPERATIONAL ACTION PLAN FOR MOUNT EDGCUMBE HOUSE AND COUNTRY PARK 2010/2011

The location of the house, its construction and its immediate environment, make it vulnerable to year round levels of high relative humidity - it is also exposed to moisture and salt laden winds, particularly on the side of the house that faces east. The external masonry of pink, undressed sandstone on this side of the property absorbs moisture when rain and wind hit it from that direction. This in turn affects the internal relative humidity (which is often high) in the rooms along the eastern side of the property. In addition, the stone mullioned windows particularly those in the 'tower' rooms with their high proportion of glass area - increase the adverse environmental effects of high relativity and rapid temperature exchange. The windows also admit high levels of light for paintings and antique furnishings.

Past present and future

Staff of Plymouth City Museum and Art Gallery have been involved with the management and care of the Mount Edgcumbe collections since 1987 when the house and Earl's collections were undergoing assessment and restoration. In 1993 with the appointment of a Curator for the house the Museum took on an advisory and support role to that officer. Staff at Mount Edgcumbe were trained to carry out environmental monitoring, maintain the de-humidifiers and carryout housekeeping duties.

In October 2002, as part of a new structure for the management of Mount Edgcumbe Park and House, a Museum Development Officer for Caradon was established. The new post included special responsibility for the collections at Mount Edgcumbe. Since April 2009, Mount Edgcumbe has employed a full time Collections Manager.

One of the first actions in 2003 was to review the condition of the collections and their management. This has identified that deterioration has taken place in several important items in the collections at Mount Edgcumbe - including paintings and tapestries. Improvements to the monitoring and control of internal environments and household cleaning techniques have also been instigated, and specialist conservators have already carried out some conservation work. In addition, conservation assessments have been carried out or are in progress. An ongoing programme of preventative conservation training for staff is in place. Seasonal stewards and the Curator's assistant work regularly with the collections but also rangers and gardeners, are regularly called in to move heavy objects.

Since 2005 weddings have been held at Mount Edgcumbe this plus other annual or occasional events. This is on the increase and it means that furniture in the Hall, Drawing room and Library is regularly moved to make space for these events. Risk of damaging the furniture is greatly increased by this practice. In order to minimise damage staff are annually trained in handling and moving objects and condition assessments of vulnerable furniture take place at least every two years.

Environmental Monitoring and Control - requirements

All areas containing collection items require monitoring for levels of relative humidity and temperature. Many of these areas also require environmental control equipment to be deployed (de-humidifiers) on an almost constant basis.

Protection from uv and lux damage is required in many of the rooms and this is provided by blinds. Low energy light bulbs have been fitted. UV filters have been attached to the outside of the clerestory windows through which daylight shines on oil paintings. These windows are very hard to access so blinds or curtains are not practicable. We are considering adding similar filters to some of the windows in the drawing room (see plan below)

The presence of pests is monitored using pest traps in each room which are checked and reported on regularly. Woodworm is an ongoing problem, especially in the attic and a routine inspection for evidence of current activity takes place annually. Treatment follows as appropriate. We normally use *Constrain* as it is non toxic to humans and very gentle on furniture and polished surfaces. Because it is less powerful than most commercial treatments, vulnerable objects needs to be inspected at least annually.

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The environment in the attic is not adequately managed and there is no realistic solution for this as it is a large undivided space directly under the roof. The area is prone to temperature and relative humidity extremes and rapid fluctuations. It is recognised that it is far from an ideal location to house collections but in the absence of an alternative this is where the bulk of furniture is stored.

Annual Conservation Budget

The Joint Committee has established a budget of £6000 for collections management and care. This has not changed since 2002. A grant from the Heritage Lottery Fund was sought for conservation or the three 16th Century tapestries, a project that ended in 2007 and the Friends of Mount Edgcumbe have contributed to conservation work, notably the re-gilding of the Pier Table.

Category	Need identified	Action	Resources	Target date
Environmental Monitoring and Control & preventative conservation	Control light levels and improve routines to reduce them in vulnerable areas. Drawing room has been identified as room with most vulnerable objects and higher than acceptable levels	Asses levels in all rooms. Consider displaying high quality scans of watercolours to prevent further light damage, lower light levels where appropriate (switch off electric lights and keep blinds down) and ensure stewards and visitors are aware of damage light causes. Consider applying UV film to window area beside piano to reduce bleaching to marquetry cabinet.	Get quote – money will come from conservation budget	May 2010
	Monitoring of woodworm in Attic store	Continue doing annual checks and treating where appropriate with Constrain	Treatment costs to be found in conservation budget. Treatment to be done in-house.	This years check to be complete by end of Feb 2010
ceramics		Find suitable ceramics conservator to do in 2010	conservation budget	By end of 2010
outdoor sculptures	Condition Survey Some very damaged. Assessment need to be done.	Identify suitable sculpture conservator to assess and prioritise work. Set up annual maintenance of outdoor sculptures. Move most vulnerable sculptures indoors, probably to English or French Garden House	Conservation work will undoubtedly be required as a result of this. The Friends (FOMECP) have suggested we request a contribution from them	Winter 2009/10

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Category	Need identified	Action	Resources	Target date
Outdoor Sculptures		Implement work identified as a priority by sculpture conservator	Conservation budget/other funding source?	Summer 2010
Paintings	Conservation work on paintings	Ongoing conservation work based on Richard Watkiss audit	Check budget and prioritise in relation to other commitments.	Commission work in Autumn Spring 2010
Furniture	repairs to various items of furniture	Based on audit by Tony Vernon and on new problems/issues arising. Decide on priorities for treatment based on his most recent assessment & available budgets for the year	Conservation budget	Commission work in Autumn 2009
Earl's Collection		Currently stored in Art store. Conditions are good.		
Stores	Arrange transfer of remaining oil paintings	Conditions are good in this store. Space has been made available to house the remaining Mt E oil paintings, currently still at PCMAG.	PCMAG staff to transfer paintings to Mount Edgcumbe	Need to negotiate date in Jan 2010 with Museum
Barrow Park	Set up pest monitoring routine in the various spaces where artefacts are displayed	Monitor for woodworm. Rodent monitoring is already in place.	KJ/JC	Spring 2010

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Risk Register – Mount Edgumbe House & Country Park

Risk Title	Consequence	Probability (5 = high 1 = low)	Severity (5 = high 1 = low)	Raw Risk Rating	Control Procedures	Probability	Severity	Residual Risk Rating
Environmental Risk Coastal Erosion	Potential threat to public access and damage to property	4	5	20	Regular Monitoring of the coast. Follow Governments Coastal Management Plan Guidelines (currently under review)	4	4	16
Environmental Risk Sudden Oak Death	Potential Loss of historic plant collections and degradation of the natural environment and gardens	5	5	25	Regular testing by Plant Health Inspectorate. Prompt removal of infected plants. Ongoing removal and control of Rhododendron ponticum	5	2	10
Built Environment Deterioration of Listed Buildings	Lack of maintenance will lead to the run down of historically	4	5	20	A full condition survey of all structures has been commissioned. This, together with	4	2	8

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Risk Title	Consequence	Probability (5 = high 1 = low)	Severity (5 = high 1 = low)	Raw Risk Rating	Control Procedures	Probability	Severity	Residual Risk Rating
and Structures	important structures				regular checks will ensure their maintenance			
Degradation of historic paintings, chattels and documents	Loss of important heritage items	5	5	25	Regular condition checks and an active restoration programme	3	2	6
Health & Safety of Staff and Public	Death or injury to staff and public	5	5	25	Regular Health and Safety training for staff. Regular safety checks of high risk areas including equipment. Participation in corporate Health and Safety initiatives.	2	2	4
Failure of the new commercial outlets to reach financial targets	Budget deficit for 2010/2011 that the two authorities cannot meet, leading to a	5	5	25	Tight budgetary controls by regular monitoring by the Mount Edgcombe Officers Working Group. Timely	2	2	4

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Risk Title	Consequence	Probability (5 = high 1 = low)	Severity (5 = high 1 = low)	Raw Risk Rating	Control Procedures	Probability	Severity	Residual Risk Rating
	degradation of the asset and service provided				action taken to ensure costs do not overtake income			