

Committee(s)	Dated:
Planning & Transportation Committee – For Information	11092018
Subject: Department of the Built Environment Risk Management – Quarterly Report	Public
Report of: Director of the Built Environment	For Information
Report author: Richard Steele	

Summary

This report has been produced to provide the Planning & Transportation Committee with assurance that risk management procedures in place within the Department of the Built Environment are satisfactory and that they meet the requirements of the corporate Risk Management Framework.

This report only considers risks managed by the Department of the Built Environment that fall within the remit of the Planning & Transportation Committee. Parallel reports regarding risks that fall within the remit of the Port Health & Environmental Health Committee are submitted to that Committee.

Risk is reviewed regularly as part of the ongoing management of the operations of the Department of the Built Environment. In addition to the flexibility for emerging risks to be raised as they are identified, a process exists for in-depth periodic review of the risk register.

Since the last report to Members there have been no changes in the list of Corporate or Departmental risks managed by the department. All risks have been reviewed since the last report and no change in the Current Risk score has been identified.

There is one Corporate Risk managed by the Department of the Built Environment:

- CR20 - Road Safety (Current risk: AMBER)
[Planning & Transportation Committee]

The Likelihood and Impact of this risk are unchanged since last reported to this Committee.

There are no Departmental RED Risks managed by the Department of the Built Environment.

A training led review of the management of risk associated with projects across the entire DBE project portfolio was undertaken in Spring 2018. Further training is being considered for later in 2018.

Recommendation

Members are asked to:

- Note the report and the actions taken in the Department of the Built Environment to monitor and manage effectively risks arising from the department's operations.

Main Report

Background

1. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to Committee the risks faced in their department.
2. Risk Management is a standing item at the Senior Leadership Team meetings.
3. Risk owners are consulted and risks are reviewed between SLT meetings with the updates recorded in the corporate (Covalent) system.
4. Each risk managed by the Department of the Built Environment is allocated to either the Planning & Transportation Committee or the Port Health & Environmental Services Committees. **This report only considers risks managed by the Department of the Built Environment that fall within the remit of the Planning & Transportation Committee.**

Parallel periodic reports are submitted to the Port Health & Environmental Services Committee.

Current Position

5. This report provides an update on the current risks that exist in relation to the operations of the Department of the Built Environment that fall within the remit of the Planning & Transportation Committee.
6. In order to reduce the volume of information presented, and accordance with the Corporate Risk Management Strategy, this report includes all Corporate and Departmental level risks but not Service Level risks (unless there are changes which are considered to be likely to be of interest to Members).
7. The risk register captures risk across all four divisions within the department, (Transportation & Public Realm, District Surveyor, Development and Policy & Performance) but risks relating to the City Property Advisory Team are managed by the City Surveyor.

Risk Management Process

8. Risk and control owners are consulted regarding the risks for which they are responsible at appropriate intervals based on the level of risk and the likelihood that this level will change. In general RED risks are reviewed

monthly; AMBER risk are reviewed quarterly; and GREEN risks are reviewed quarterly, 6 monthly or annually depending on the likelihood of change.

9. Changes to risks were, historically, reported to Members as part of the Business Plan report. Members now receive this report quarterly in accordance with the Corporate Risk Management Strategy.
10. All significant risks (including Health & Safety risks) identified by the Department are managed through the Covalent Corporate Risk Management System.
11. Members will notice that some risks reported are already at the Target Risk Rating & Score and are only subject to Business As Usual changes. These risks are included in accordance with the Corporate Guidance "Reporting Risk Information to Grand Committees" to assist this committee to fulfil the role of Service Committees (as defined in the Corporate Risk Management Strategy) to "Oversee the significant risks faced by the Departments in the delivery of their service responsibilities."

Significant Risk Changes

12. Regular review of risks has identified no risk where the Current Risk score has decreased or increased. However the risk relating to Adverse planning policy context (DBE-PP-01) does contain an update that includes "The Draft National Planning Policy Framework was published for consultation in March 2018. The City of London responded in May 2018. A final version NPPF published in July 2018 did not address all the City's concerns and so increases the risk to an extent which is being assessed."
13. The Target Risk Ratings/Scores have also been reviewed since the last report to Members and no changes have been made.
14. Two risks have been closed since the last report to Members
 - (i) DBE-DS-03 Staff retention and recruitment. Closed with the comment that "This will be addressed as part of the Business Plan Development arising from the Options for Change Report and will longer be treated as a separate risk."
 - (ii) DBE-TP-11 Lord Mayor's Firework Display. The fireworks will not be happening in 2018.

Identification of New Risks

15. New risks may be identified at the quarterly review of all risk; through Risk reviews at the Department Management Team; or by a Director as part of their ongoing business management.
16. An initial assessment of all new risks is undertaken to determine the level of risk (Red, Amber or Green). Red and Amber risks will be the subject of an immediate full assessment with Red risks being report to the Department Management Team. Green risks will be included in the next review cycle.

17. No new risks that fall within the remit of the Planning & Transportation Committee have been identified since the last report.
18. A training led review of the management of risk associated with projects across the entire DBE project portfolio was undertaken in Spring 2018. Further training is being considered for later in 2018 in order to spread best practice.
19. The impact of Brexit continues to be reviewed and is referenced in DBE-PL-02 (relating to being alive to the needs/requirements of the world business centre and political environment).

Summary of Key Risks

20. The Department of the Built Environment is responsible for one Corporate Risk. This is:

Road Safety (CR20) which is AMBER

This is the risk related to road traffic collisions.

There is no change in the assessed likelihood or impact of this risk since last reported to this Committee.

The experimental safety scheme conclusion report (which has been presented to Project Sub Committee, Streets and Walkways Sub Committee and, Planning and Transportation Committee) will go to Policy and Resources Committee on 6 September and the final decision whether or not to make the experimental traffic orders at Bank Junction (to restrict traffic to bus and cycle only, Monday to Friday 0700-1900) permanent will be made at the Court of Common Council on 13 September.

This risk relates to the public perception of the City's commitment to road danger reduction. Given the high profile of the current Bank on Safety scheme the decision is to leave the risk unchanged (AMBER). This will be reviewed after a final decision on whether or not to make the Bank on Safety permanent is known.

Conclusion

21. Members are asked to note that risk management processes within the Department of the Built Environment adhere to the requirements of the City Corporation's Risk Management Framework and that risks identified within the operational and strategic responsibilities of the Director of the Built Environment are proactively managed

Appendices

- Appendix 1 – City of London Corporation Risk Matrix
- Appendix 2 – Register of DBE Corporate and Departmental risks (Planning & Transportation Committee)

Carolyn Dwyer

Director of the Built Environment

T: 020 7332 1700

E: carolyn.dwyer@cityoflondon.gov.uk