

<b>Committee(s)</b>	<b>Dated:</b>
Planning & Transportation Committee – For Information	18062019
<b>Subject:</b> Department of the Built Environment Risk Management – Quarterly Report	<b>Public</b>
<b>Report of:</b> Director of the Built Environment	<b>For Information</b>
<b>Report author:</b> 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 has been no change in the list of Corporate risks managed by the department and no new Departmental risks have 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 of this risk is unchanged since the last report to Members but the Impact has increased to Serious to Major. Following the resolution of the Planning & Transportation Committee on March 18<sup>th</sup> the wording of the risk has been reviewed and is going through the approval process.

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

### 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 owners are consulted and risks are routinely reviewed with the updates recorded in the corporate (Covalent) system.
3. 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

4. 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.
5. 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).
6. 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. The department provides advice relating to the City bridges to the City Surveyor's department but the risks are owned by the City Surveyor.

### Risk Management Process

7. 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.
8. 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.

9. All significant risks (including Health & Safety risks) identified by the Department are managed through the Covalent Corporate Risk Management System.
10. Members will notice that some risks reported are already at the Target Risk Rating & Score and are only subject to Business As Usual actions. 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.” The annual target date for Business As Usual actions, and risks where we are at Target Risk, will be updated prior to the next report.

### **Significant Risk Changes**

11. Regular review of risks has identified two Departmental Level risks where the Current Risk score has changed.

#### **DBE-PL-06 S106 Controls**

Following work to implement the audit recommendations the Likelihood has been reduced from Possible to Unlikely. The risk remains Amber.

#### **DBE-TP-03 Major Projects and key programmes not delivered as TfL funding not received.**

The impact has been reduced from Serious to Minor to reflect the successful bid for Liveable Neighbourhood funding for 2019/20 – 2022/23. This risk is now Green.

12. The Target Risk Ratings/Scores have also been reviewed since the last report to Members and no changes have been identified.
13. Service level risks have also been reviewed with one increase in risk (DBE-DS-02 (District Surveyor’s Budget Loss over 3-5 year period)) - the Likelihood has increased from Unlikely to Possible and, as a result, the risk has moved from Green to Amber and the review period reduced to three months.

One Service Level risk has been closed (DBE-PP-05 Incorrect data provided on the published Public Access map)

### **Identification of New Risks**

14. 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.
15. 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.

16. No new risks that fall within the remit of the Planning & Transportation Committee have been identified since the last report.
17. The impact of Brexit is now being managed corporately and is the subject of a separate report to this Committee.

### **Summary of Key Risks**

18. 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.

The Likelihood of this risk is unchanged since the last report to Members but the Impact has increased to Serious to Major.

The City of London's Transport Strategy has been adopted and the Road Danger Reduction and Active Travel Plan will now be updated. Work to deliver both the Strategy and Action Plan continues, including finalising proposals for interim pavement widening and pedestrian crossing improvements at Bank junction.

TfL are aiming to delivering changes at Ludgate Circus junction within three months.

Following the resolution of the Planning & Transportation Committee to the Audit and Risk Management Committee on March 18th the wording of the risk has been reviewed and is going through the approval process.

### **Conclusion**

19. 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)

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