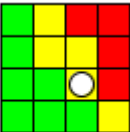
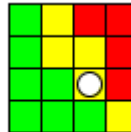



DBE COVID-19 Risks *(Planning & Transportation Committee)*




APPENDIX 3

Report Author: Richard Steele

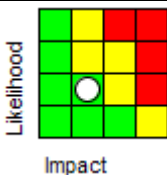
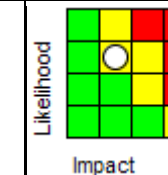
Generated on: 30 November 2020

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
CVD19 SGPS 25 Failure by BRONZE to deliver the Highways, Parking & Enforcement service required by SILVER (DBE) (RECOVERY) 17-Apr-2020 Ian Hughes	Cause: <ul style="list-style-type: none"> The pandemic leads to a critical number of staff (employed by our highway term contractor J B Riney) being unable to attend work due to illness/self-isolation/caring responsibilities. The pandemic leads to a critical number of staff (employed by our parking contractor Saba) being unable to attend work due to illness/self-isolation/caring responsibilities. The pandemic leads to a critical number of City of London staff being unable to attend work due to illness/self-isolation/caring responsibilities. The pandemic leads to a failure of the supply chain of our highway term contractor (J B Riney) Event: Our contractors and/or City of London staff are unable to provide a highway maintenance and/or parking service. Impact: <ul style="list-style-type: none"> Failure to maintain the highway in a safe state leading to personal damage injuries. (1, 3 and 4) Increased inability to manage car parks leading to increases potential for crime and anti-social behaviour, increased fire risk and associated loss of income (2 and 3). Failure to manage on-street parking leading to loss of access by emergency services to residential and business premises (2 and 3). Failure to monitor 3rd party on-street activities licenced by the City of London leading to unsafe systems of work. 	 Likelihood	8	Social Distancing measures are continuing across the city as per previous comment. Review of services following a request from Gold for info regarding coming out of lockdown. 24 Nov 2020	 Likelihood	8	31-Dec-2021	 Constant

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 25a Contractor liaison	Working with contractors to ensure that they are adequately forecasting staff or supply chain issues to ensure that the City received adequate warning of the need to decrease service levels any further allowing decisions to be taken in a timely and reasonable manner. Where works are continuing we have worked with the contractor to ensure that they have adequate risk assessments and method statements in place to minimise the infection and other risks to staff.	Works are continuing as scheduled - BAU.	Ian Hughes	24-Nov- 2020	31-Dec- 2021
CVD19 SGPS 25b City staff resilience	Reducing the overall number of City of London staff on duty in the City at any one time. This reduces the risk to individual members of staff and therefore the risk of staff shortage in the future. Monitoring of the full range of on-street activities is being achieved by sharing of resource between teams on a rota.	Limited rota of staff involved in surveillance is continuing.	Ian Hughes	24-Nov- 2020	31-Dec- 2021
CVD19 SGPS 25c Saba staff resilience	Enforcement of the Bank on Safety scheme traffic order transferred to working from home. Appropriate policies and procedures have been put in place to ensure compliance with data protection legislation.	Normal services for both enforcement of on-street parking/moving traffic contraventions and car parks (off street parking).	Ian Hughes	24-Nov- 2020	31-Dec- 2021
CVD19 SGPS 25e Public communication of change	Where there are alterations to services have been authorised by Members/GOLD we are issuing clear public communications on the City website, social media and email to interest groups.	The City's website continues to be updated throughout the Covid-19 period	Ian Hughes	24-Nov- 2020	31-Dec- 2021

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
CVD19 SGPS 27 Failure to deliver the New DBE - Finance (DBE) (RECOVERY) 17-Apr-2020 Carolyn Dwyer; Elizabeth Hannah	Cause: The pandemic has changed the traffic (both people and vehicular) of the working City <ul style="list-style-type: none"> drastically reducing the number of visitors and workers making trips closing down building sites for periods of time until safe working practises can be established reduction in development activity Event: Departmental income reduced by approximately £8.4m and approx. £800k in project recoverable charges. Impact: Department unable to operate in line with base budget, as well as meeting Fundamental Review targets as agreed by RASC. Shortfall of approx. 30% of the 20/21 net departmental budget of £27,274,000. On street parking account finances will be reduced.	 Likelihood	8	risk reviewed, recently budget work shows balanced budget in 20/21 - score reduced 16 Nov 2020	 Likelihood	6	31-Mar-2021	 Decreasing

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 27a Budget Monitoring	Weekly budget monitoring to inform current position and budget profiling	Risk Complete, reviewed as part of BAU and will be monitored in the context of central govt funding, 21/22 budget setting, and impact of second wave	Elizabeth Hannah	02-Nov-2020	31-Mar-2021
CVD19 SGPS 27b Affordability	Review affordability of projects which rely on 'on street parking account' funding	Risk Complete, reviewed as part of BAU and will be monitored in the context of central govt funding, 21/22 budget setting, and impact of second wave	Ian Hughes	02-Nov-2020	31-Mar-2021
CVD19 SGPS 27c Recovery	Focus on recovery in the second half of 20/21 in relation to departmental budget and wider economy and planned fee increases	Risk reviewed as part of BAU and will be monitored in the context of central govt funding, 21/22 budget setting, and impact of second wave.	Ian Hughes	02-Nov-2020	31-Mar-2021

Risk no, Title, Creation date, Owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
CVD19 SGPS 28 Failure to deliver the New DBE – Business Plan (DBE) (RECOVERY) 17-Apr-2020 Carolyn Dwyer; Elizabeth Hannah	<p>Cause: The pandemic has transformed the look and feel of the working City and will likely mean the City will look a different place when recovery is finished.</p> <p>Event: Considerable uncertainty of the future needs of City. Department unable to deliver 20/21 Business Plan aims and objectives as agreed by Committee's. Business Plan will be out of date with what a 'new' City needs for recovery and growth.</p> <p>Impact: Realign Member expectations of the Business Plan, and expectation of the 'new future City'. Establish change ready, flexible staff and services.</p>		4	Risk reviewed and is unchanged. Actions have been completed and, where appropriate, converted to Business as Usual mitigations.. We continue to monitor in the context of second (or subsequent) wave 30 Nov 2020		6	31-Dec-2021	Constant

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 28a Recovery	Establish departmental BRONZE recovery group. Identify the 'new' Business City needs and ambitions	Action Complete, reviewed as part of BAU and will be monitored in the context of second wave	Elizabeth Hannah	30-Nov-2020	01-Nov-2020
CVD19 SGPS 28b Business Plan	Refocused Business plan to facilitate business recovery	Original action complete - business plan approved. Will continue to monitor as BAU and will generate new plan is GOLD issues a revised plan.	Elizabeth Hannah	30-Nov-2020	31-Dec-2021
CVD19 SGPS 28c Development	Regular reviews with City Property Association to facilitate growth.	We continue to conduct regular reviews with City Property Association to facilitate growth.	Gwyn Richards	30-Nov-2020	31-Dec-2021