

Culture Heritage & Libraries Department Summary Strategic Risk Register	Owned By	David Pearson, Director	Version	1.4
	Administered By	Margaret Jackson	Date	August 2014

Risk No.	Risk Details	Gross Risk		Risk Owner/ Lead Officer	Existing Controls	Net Risk			Planned Action	Control Evaluation
		Likelihood	Impact			Likelihood	Impact	Risk status & Direction		
CHL1	The effect of terrorism on the tourism business at Tower Bridge and The Monument.	Likely	Major	Jamie Bottono /Chris Earlie	Business and Marketing continue to develop our wider markets. These, along with the corporate hospitality provision continue to offset reliance on the single stream tourist business. Mitigation measures are in place to cover instances such as lift failure, road/ Bridge closures.	Likely	Major	R	Continuation of existing controls which are regularly reviewed.	R
CHL2	The maintenance of the bascule resting blocks is key to enabling the bridge to be raised for river traffic and lowered for road traffic.	Unlikely	Moderate	Jamie Bottono	Regular maintenance is carried out by our in-house technical team. We also have a control system contract.	Unlikely	Moderate	A	Continuation of existing controls which are regularly reviewed.	A
CHL3	Partial insurance of collections held within the Department's premises.	Unlikely	Major	Jeremy Johnson/ Tim Harris/ Sara Pink/ Carol Boswarthack	Security measures are regularly reviewed by both internal staff and external agencies.	Unlikely	Major	A	External Assessor carried out visit in 2013. CCTV upgrade for Heritage Gallery and Guildhall Library stores has been carried out in 2014.	A

CHL4/ CS	Flooding to Guildhall /City Business Library and manuscript stores below.	Likely	Moderate	City Surveyor and Saeed Khadki for Guildhall Library/City Business Library	Regular patrols of all areas are carried out by CHL and Guildhall Security staff. Water sensors with alarms are in place.	Likely	Moderate	A	CHL – as currently set out. Keep channels of communication open on a regular basis with City Surveyor staff. Maintenance and reactive programmes need to be agreed. Responsibility for actions and meeting deadlines must also be set out.	A/G
CHL5	IT failure to multiple CHL sites, especially public use equipment.	Likely	Major	Chamberlain (IS Division) and Sara Pink for CHL	Within IS remit. (Potential reputational damage)	Likely	Major/ Moderate	R/A	Liaison with Chamberlain's staff. Maintenance programmes and effect on public need to be agreed. Responsibility for actions and meeting deadlines must also be set out and communicated.	R/A

		Likelihood				
		Rare (1)	Unlikely (2)	Possible (3)	Likely (4)	Almost Certain (5)
Impact	Catastrophic (5)					
	Major (4)		CHL3		CHL1	
	Moderate (3)		CHL2	CHL4	CHL5	
	Minor (2)					
	Insignificant (1)					
Key		Red / High Risk	Amber / Medium Risk	Green / Low Risk		