

CHL Detailed risk register

Report Author: Margaret Jackson

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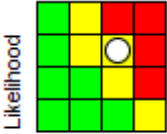
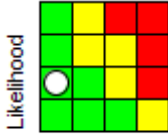


Rows are sorted by Risk Score

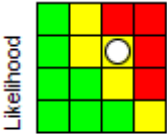
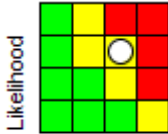

Code & Title: CHL CVD Cultural & Visitor Development 1 CHL GAG Guildhall Art Gallery 1 CHL GL Guildhall Library & City Business Library 1 CHL KH Keats House 1 CHL PP Policy and Performance 1 CHL TBM Tower Bridge & Monument 1

| 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 |
|---|---|-----------------------------|----|---|----------------------------|---|-------------|-------------------------------------|
| CHL GL 001 Risk of flooding in lower ground levels high value storage areas at Guildhall Libraries. 13-Mar-2015 Alan Day | Cause: Flood or water/sewage damage from burst pipes/leaks. Event: Damage to high value collections in lower ground storage areas. Impact: Could be significant financially and damaging to our reputation, especially to irreplaceable items. | Likelihood | 12 | October 2015 pavement works carried out and appear to be successful. A monitoring period is in force until 1 March 2016. 17 Feb 2016 | Likelihood | 6 | 31-Mar-2016 | No change |

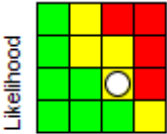
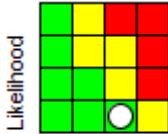

| Action no, Title, Owner | Description | Latest Note | Managed By | Latest Note Date | Due Date |
|---------------------------------------|---|-------------|------------|------------------------|-------------|
| CHL GHL 001a Monitoring period. | Monitor water trough after pavement works for signs of leakage. | | | | 29-Feb-2016 |

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|---|--|--|-----------|---|---|----------|-------------|-------------------------------------|
| CHL KH 001 <Detrimental effects of temperature/humidity fluctuations on the historic building and museum collection at Keats House on SBR targets. > 11-Feb-2016 Vicky Carroll; Cornell Farrell | Damage may be caused by the failure of both boilers at Keats House leading to fluctuations of temperature and humidity affecting the fabric of the historic building and museum collections therein. This may affect the achievement of our SBR targets. |  Likelihood Impact | 12 | Current boiler failure is being investigated by City Surveyor's with a feasibility study initiated for boiler/flue repair/replacement options. Listed building consent may also have to be obtained for building alterations. 11 Feb 2016 |  Likelihood Impact | 2 | 30-Sep-2016 | |

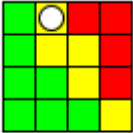
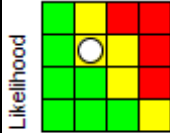
| Action no, Title, Owner | Description | Latest Note | | | Managed By | Latest Note Date | Due Date |
|-------------------------|--|---|--|--|------------|------------------|-------------|
| CHL KH001a | Commission a feasibility study for boiler options. | City Surveyor's to commission a feasibility study for boiler options by 31/03/16. | | | | | 31-Mar-2016 |

| 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 |
|--|---|--|----|---|---|----|-------------|--|
| CHL TBM 001 The effect of terrorism on the tourism business at Tower Bridge & Monument 09-Mar-2015 Jamie Bottono; Margaret Jackson | Terrorism on the tourism business would have a devastating effect on visitors into the City of London, both financial and reputational. Cause; An act of terrorism in the heart of London. Event; Tourists avoiding visitor attractions in London including those owned/operated by the City of London Corporation (in particular The Monument and Tower Bridge) Effect/impact: Significant loss of income and footfall over a prolonged period , service budget reconfiguration. |  Impact | 12 | Reduced to Amber commensurate with new corporate guidance on risk criteria. 28 May 2015 |  Impact | 12 | 31-Mar-2016 |  No change |

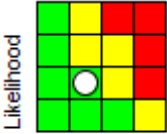
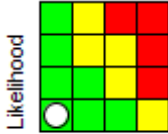

| Action no, Title, Owner | Description | Latest Note | Managed By | Latest Note Date | Due Date |
|-------------------------|---|-------------|------------|------------------|-------------|
| CHL TB 001a | Regular Liaison meetings with CoLP Counter Terrorism Section. | | | | 30-Jun-2016 |

| 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 |
|---|--|--|---|---|---|---|-------------|--|
| CHL GAG 001 Partial insurance of collections held within the Department's premises 09-Mar-2015 Margaret Jackson; Jeremy Johnson | Our historic and cultural collections held on CHL premises is of multi-million pounds in value. As an organisation we take the view that we insure the collections according to risk, historical events and site security. Vandalism such as the decapitation of a statue/destruction of a painting could occur. |  Likelihood | 8 | Insurance policies are up to date. Valuations take place of collections loaned and borrowed where required. External specialist risk assessors are involved at both LMA and the Art Gallery and confirm we are operating at an industry standard. 13 Mar 2015 |  Likelihood | 4 | 31-Mar-2016 |  No change |

| Action no, Title, Owner | Description | Latest Note | Managed By | Latest Note Date | Due Date |
|---|--|-------------|------------|------------------|-------------|
| CHL GAG 001a Insurance reviewed annually. | Update insurance requirements annually to ensure relevant items are covered in the policy. | | | | 16-Sep-2016 |

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|---|---|--|-----------------|---|---|-----------------|-------------|-------------------------------------|
| CHL PP 001 Loss of IT at multiple public facing sites in the department 09-Mar-2015 | Resulting in public condemnation, especially on social media of our services. Cause; IT failures from lack of system/software maintenance and upgrades. Event: Public avoiding our services due to lack of confidence in their provision. Effect/impact: Significant reputational damage expressed through loss of income and footfall over a prolonged period. Social media used to detriment of the CoL. Loss of income from external presentations/workshops/events. |  Likelihood | 8 Impact | Liaison continues with IT section of Chamberlain's to reduce impact on public services. 19 Feb 2016 |  Likelihood | 6 Impact | 09-Dec-2015 | |

| Action no, Title, Owner | Description | Latest Note | Managed By | Latest Note Date | Due Date |
|-------------------------|--|-------------|------------|------------------|-------------|
| CHL PP 001a | Escalate with IS Service Desk as soon as an incident occurs. | | | | 01-Nov-2016 |

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|--|---|--|---|---|---|---|-------------|--|
| CHL CVD 001 City Information Centre Temperature control 05-Oct-2015 Faith Bowman; Margaret Jackson | Air conditioning/heating system malfunctioning causing discomfort at best, illness at worst to both staff and international visitors. |  Likelihood Impact | 4 | City Surveyor's arranged for all 3 contractors involved to attend site together. This resulted in the system being repaired. Currently working. 19 Feb 2016 |  Likelihood Impact | 1 | 31-Mar-2016 |  No change |

| Action no, Title, Owner | Description | Latest Note | Managed By | Latest Note Date | Due Date |
|-------------------------|---|---|-------------|------------------|-------------|
| CHL CVD 001a | City Surveyor's to arrange repairs through FM contractor a.s.a.p. | All relevant contractors met on site and system currently in operation. | Inma Ferrer | 19-Feb-2016 | 31-Mar-2016 |