

<b>Committee(s)</b>	<b>Dated:</b>
Planning & Transportation Committee – For Information	13 December 2016
<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.

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 Red risks managed by the department.

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

- CR20 - Road Safety (Current risk: RED – unchanged)  
[Planning & Transportation Committee]

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 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. Many of the department's risks have "Business As Usual" mitigations. These mitigations are ongoing and in Appendix 1 they do not have either a "Latest Note" or a "Latest Note Date". Because the Covalent system requires that they have a Due Date the fictitious (and meaningless) date of 31 Dec 2999 has been used.

### **Significant Risk Changes**

12. Regular assessments of risks have identified no increase or decrease in the Risk Score of the Corporate or any Departmental risk.
13. Two Service Level risks have been reduced from Amber to Green – they are DBE-PL-05 (Failure to meet Planning Performance Thresholds) and DBE-DS-02 (District Surveyor Budget Loss over 3-5 year period)..

### **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 have been identified since the last report.
17. The impact of Brexit continues to be noted in several risk reviews (in particular in DBE-DS-01 relating to the viability of the District Surveyor's Division & DBE-PP-01 – Adverse planning policy context) however it is still too early to assess the impact in most areas and will be kept under review.

### **Planning for the Future City**

18. The Department's Business Plan for 2016/19 is focused on the Future City with a vision of 'creating and facilitating the leading future world class City'

It is critical that the department, whilst focused on its vision, continues to deliver its key services and facilitates delivery by our partners. Our risk registers are currently aligned to this work.

As we develop long term ambitious strategies for the Future City through the cross departmental Chief Officer Place Steering Group this will lead to the identification of more strategic risks and opportunities, which in turn will inform those strategies.

## Summary of Key Risks

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

- **Road Safety (CR20) which is RED**

This is the risk related to road traffic collisions.

This risk is assessed as having impact 8 (Critical) and Likelihood 4 (Likely). If the Interim Bank Junction redesign is approved and implemented (scheduled for completion in April 2017) the risk will be reduced to Amber.

The Target date for risk reduction is unchanged with both the longer term and experimental schemes to improve Bank Junction on track. The Road Danger Campaign is now in final draft. The review of future joint working between the City Police and the City's road safety team has been incorporated into the One Safe City programme and the Due Date adjusted accordingly.

## Conclusion

20. 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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