

<b>Committee(s)</b>	<b>Dated:</b>
Planning & Transportation Committee – For Information	29012017
<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 Departmental risks managed by the department. All risks have been reviewed since the last report but no increase or decrease in the Current Risk score has been identified. Review of one risk has resulted in a decrease of the Target Risk score.

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

- CR20 - Road Safety (Current risk: AMBER)  
[Planning & Transportation Committee]

The Likelihood and Impact of this risk are unchanged since last reported to this Committee.

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

In spring 2018 DBE will be undertaking a training led review of the management of risk associated with projects across the entire DBE project portfolio.

## 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. Members will notice that some risks reported are already at the Target Risk Rating & Score and are only subject to Business As Usual changes. 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."

### **Significant Risk Changes**

12. Regular review of risks has identified no risk where the Current Risk score has increased or decreased.
13. Review of one risk has identified a reduction in the Target Risk score (DBE-DS-01 -- The [Building Control] Division becomes too small to be viable). As a result of the incident at Grenfell Tower in June 2017, the government has started a review of the Building Regulations and the work that building control departments approve. In light of this development and to ensure that the City Corporation can provide a resilient service for dangerous structures and provide an excellent building control service, the target for this risk has been reduced from 12 to 8.

### **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. In spring 2018 DBE will be undertaking a training led review of the management of risk associated with projects across the entire DBE project portfolio. As well as focusing on identifying risks common to a number of projects this aims to standardise process and escalation procedures across all projects.

18. The impact of Brexit continues to be reviewed and is referenced in DBE-PL-02 (relating to being alive to the needs/requirements of the world business centre and political environment).

### **Summary of Key Risks**

19. 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.

There is no change in the assessed likelihood or impact of this risk since last reported to this Committee.

Consultation on the Bank Junction experimental scheme has closed and a report which will summarise the findings is being prepared for the March 2018 Planning & Transportation Committee meeting.

The Road Danger Reduction & Active Travel Strategy has been drafted. But due to reductions in TfL LIP (Local Implementation Plan) allocation, the funding of the programme is under review.

The Be Brake Ready campaign was launched in late November. The Active City Network event will be a "Have Your Say" on the future of the Square Mile was held at the Museum of London on November 22nd.

Work continues on the City Mark Safer Freight Scheme and appointments have been made at the remaining live construction sites for this January and February.

### **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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