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Code & Title: SUR SMT SENIOR MANAGEMENT TEAM - (High Level) DEPARTMENT RISKS 8

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
SUR SMT 006 City Bridges: Bridge House Estates - Wanton Damage / Terrorism	Cause: Wanton Damage / Terrorism Event: Collapse or become unusable Impact: Reputational damage, disruption to traffic, additional costs to repair / replace	Likelihood Impact	16	CSD to work with internal partners, particularly DBE to improve ongoing management and communication of actions associated with this risk. This will include - Inspections - Maintenance reports - Areas of concern City Surveyor met with the Director of DBE on 08/01/18 to progress.	Likelihood Impact	12	31-Mar- 2018	
19-Jun-2017 Paul Wilkinson				11 Jan 2018				No change

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 006a Security	Security	There is Police presence but the bridges are located outside the security cordon. Tower Bridge has cameras and security requirements for visitors Temporary mitigation by the Metropolitan Police but not full Hostile Vehicle Mitigation - Ongoing.	Ian Hughes	14-Dec-2017	31-Mar-2018

[illegible]

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 001c Impact of political and economic decisions	Impact of decision to terminate membership of E.U. the General Election and other political and economic decisions	SMT continues to closely monitor the position quarterly, including analysis of market reaction.	Nicholas Gill	14-Dec-2017	31-Mar-2018
SUR SMT 001d Maintain a diverse portfolio	Maintain a diverse mix of space, locations, and tenants to ensure the business has wide market appeal and is not reliant on particular business sector	IPG MT monitors development of property portfolio and tenant mix.	Nicholas Gill	14-Dec-2017	31-Mar-2018

[illegible]

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 002a Ensure appropriate funding of Repairs & Maintenance	Senior Management Team regularly review budgets.	This includes monies allocated under the Cyclical Works Programme and those from business rates. These items will help address a portion of the 'bow wave'. Meetings are held regularly to review programmes and bring forward works where required. The team also identifies any shortfalls with the view of making recommendations Members on a case-by-case basis.	Peter Collinson; Peter Young	14-Dec-2017	31-Mar-2018
SUR SMT 002d Operational Property Review	Operational Property Review	Deliver the Operational Property Review in order to ensure efficient and effective property management. Progress releasing assets has been slower than desired. Next steps include challenge sessions between the City Surveyor and Chief Officers as agreed by CASC. These will be undertaken between November and March 2018 as part of the business planning cycle.	Peter Young	14-Dec-2017	31-Mar-2018

SUR SMT 002e Asset Management Plans	Asset management plan	Continue the development of new Asset Management Plans for key properties / sites. This will tie in with the organisation's business planning process. This will look to identify future resource requirements to maintain and improve properties in line with the organisation's forward operational requirements. Assets that are surplus to service requirements will be disposed of to generate additional revenue / receipts and minimise maintenance costs.	Peter Young	14-Dec-2017	31-Mar-2018
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Adopt and Change Approach	Reward and Earnings Package	Recommendations to be developed.		2017	2018
SUR SMT 005b Develop Workforce Plan	Establish strategies specific to the department that have a particular focus on talent management, reward and retention	Recently approved flexibility in market forces supplement will be applied where appropriate.	Paul Wilkinson	14-Dec-2017	31-Mar-2018
SUR SMT 005c Outsource work	Outsource work activities that cannot be done in- house	Consider work that will have to be outsourced due to lack of in-house expertise.	Paul Wilkinson	14-Dec-2017	31-Mar-2018

[illegible]

Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 004b Corporate Asset Management control of operational property	Asset Management Service Based Review	Review commenced. Scope of review agreed by SAM Programme Board. Recruitment of replacement Project Manager and Business Analyst still underway. Chief Officers attended workshops and engaged.	Peter Young	14-Dec-2017	30-Jun-2018

SUR SMT 004c Rationalising of FM service	Reduce staffing budget	Guildhall FM Team transfer to Operations Group was completed in October 2017. Continue to progress reviews of FM services and staffing requirements. Recruitment to posts where gaps in capacity are identified.	Peter Collinson	14-Dec-2017	31-Mar-2018
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Action no, Title,	Description	Latest Note	Managed By	Latest Note Date	Due Date
SUR SMT 003b Monitor costs	Have a separate Profit and Loss account for Guildhall event spaces	Corporate Finance team is preparing a Guildhall Events Financial Statement. Report will be presented to Remembrancer's Management Team, Cross-cutting Officer Events Group and then onto Member - Hospitality Working Party (HWP). This report will be presented to Finance Committee in December.	John James	14-Dec-2017	31-Mar-2018
SUR SMT 003d BRM2 Savings	BRM2 Savings	Asset verification is in process to give true picture of the cost of building repairs and maintenance at the Guildhall complex. Thereafter the identification of savings can be	Peter Collinson	14-Dec-2017	31-Mar-2018

		progressed.			
SUR SMT 003e Efficiency Reviews	Energy Reviews	Three reviews are currently on-going and are at different stages. These include Security Review (including 67 recommendations), Cleaning Review (implementation) and the Energy Reduction Action Plan (implementation of the AECOM recommendations). Update report to be developed for Q4.	Peter Young	14-Dec-2017	31-Mar-2018

