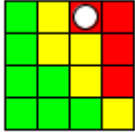
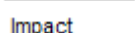
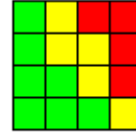
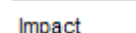


DBE COVID-19 (Planning & Transportation Committee)

APPENDIX 3

Report Author: Richard Steele

Generated on: 15 May 2020

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
CVD19 SGPS 27 Failure to deliver the New DBE - Finance (DBE) 17-Apr-2020 Carolyn Dwyer; Elizabeth Hannah	Cause: The pandemic has changed the traffic (both people and vehicular) of the working City <ul style="list-style-type: none"> drastically reducing the number of visitors and workers making trips closing down building sites for periods of time until safe working practises can be established reduction in development activity Event: Departmental income reduced by approximately £8.4m and approx. £800k in project recoverable charges. Impact: Department unable to operate in line with base budget, as well as meeting Fundamental Review targets as agreed by RASC. Shortfall of approx. 30% of the 20/21 net departmental budget of £27,274,000. On street parking account finances will be reduced.	Likelihood  Impact 	16	The risk has been reviewed and remains unchanged. Regular finance reviews are being undertaken, and in depth reviews conducted in association with Chamberlains teams. 13 May 2020	Likelihood  Impact 			Constant

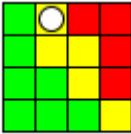
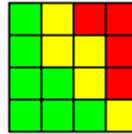

Action no, Title,	Action description	Latest Note			Action owner	Latest Note Date	Due Date
CVD19 SGPS 27a Budget Monitoring	Weekly budget monitoring to inform current position and budget profiling [Due date added as 31/12/2020 due to unknown timescales]	Review on income and business levels underway			Elizabeth Hannah	12-May-2020	31-Dec-2020

CVD19 SGPS 27b Affordability	Review affordability of projects which rely on 'on street parking account' funding	This will be assessed as part of the Departmental Recovery Board.	Ian Hughes	14-May-2020	01-Jul-2020
CVD19 SGPS 27c Recovery	Focus on recovery in the second half of 20/21 in relation to departmental budget and wider economy and planned fee increases	City Streets: Covid-19 recovery report presented to Planning and Transportation Committee on 14th May. Transport Response - Bronze Group continues to meet Monday, Wednesday, Friday each week to continue recovery work at pace across the City.	Ian Hughes	14-May-2020	01-Jul-2020

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 25a Contractor liaison	Working with contractors to ensure that they are adequately forecasting staff or supply chain issues to ensure that the City received adequate warning of the need to decrease service levels any further allowing decisions to be taken in a timely and reasonable manner. Where works are continuing we have worked with the contractor to ensure that they have adequate risk assessments and method statements in place to minimise the infection and other risks to staff. [Due date added as 31/12/2020 due to unknown timescales]	Works are continuing as scheduled.	Ian Hugh es	14-May- 2020	31-Dec- 2020
CVD19 SGPS 25b City staff resilience	Reducing the overall number of City of London staff on duty in the City at any one time. This reduces the risk to individual members of staff and therefore the risk of staff shortage in the future. Monitoring of the full range of on-street activities is being achieved by sharing of resource between teams on a rota. [Due date added as 31/12/2020 due to unknown timescales]	Limited rota of staff involved in surveillance is continuing (1 person per day)	Ian Hugh es	14-May- 2020	31-Dec- 2020
CVD19 SGPS 25c Saba staff resilience	Enforcement of the Bank on Safety scheme traffic order transferred to working from home. Appropriate policies and procedures have been put in place to ensure compliance with data protection legislation. [Due date added as 31/12/2020 due to unknown timescales]	Measure still remain in place.	Ian Hugh es	14-May- 2020	31-Dec- 2020
CVD19 SGPS 25d Car park rationalisation	As a result of a reduction in staff availability by the contractor the Tower Hill and Minories car parks have been opened for unfettered access to ensure that the remaining car parks can be staffed on a 24x7 basis. Safety inspections of the Tower Hill and Minories car parks (e.g. fire) are being undertaken by roving patrols. [Due date added as 31/12/2020 due to unknown timescales]	Measures remain in place.	Ian Hugh es	14-May- 2020	31-Dec- 2020
CVD19 SGPS 25e Public communication of change	Where there are alterations to services have been authorised by Members/GOLD we are issuing clear public communications on the City website, social media and email to interest groups. [Due date added as 31/12/2020 due to unknown timescales]	Comms updated as and when required.	Ian Hugh es	14-May- 2020	31-Dec- 2020

[illegible]

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 26a Alternative methods of planning site visits	Officers are requesting site photos or video footage/tours of sites where necessary/possible for planning applications. [Due date added as 31/12/2020 due to unknown timescales]	No change from last week re applications and site visits. Today the Government has issued guidelines on planning applications and consultations on planning applications. The CoL is either already working as per the recommendations or exceeding them. On 14 May the government will be issuing regulations giving LPAs flexibility to take all reasonable steps to publicise planning applications if the LPA cannot discharge the statutory requirement for sites notices, neighbour notifications or newspaper publicity. A verbal update on the guidance will be given to P&T Committee on 14 May.	David Horkan	13-May- 2020	31-Dec- 2020
CVD19 SGPS 26b Risk based inspections	District Surveyors officers are increasing requirements for records of site QA checks and third party inspections in lieu of physical inspections. [Due date added as 31/12/2020 due to unknown timescales]	Last week BC introduced a new Site Inspection protocol as building sites have begun to open up. As previously, if possible the site inspection will be carried out remotely but a physical inspection will be carried out if that is not possible. Physical site inspections have now been successfully carried out several times since the protocol was introduced.	Gordon Roy	06-May- 2020	31-Dec- 2020
CVD19 SGPS 26c Alternative methods of DS Inspections	Officers are requesting site photos or video footage/tours of sites where necessary/possible for building control applications. [Due date added as 31/12/2020 due to unknown timescales]	Yesterday the Government issued guidance on working safely with COVID-19 on constructions sites. BC has incorporated the relevant parts in the site visit protocol for site inspections which have continue but not in large numbers.	Gordon Roy	13-May- 2020	31-Dec- 2020

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
CVD19 SGPS 28 Failure to deliver the New DBE – Business Plan (DBE) 17-Apr-2020 Carolyn Dwyer; Elizabeth Hannah	Cause: The pandemic has transformed the look and feel of the working City and will likely mean the City will look a different place when recovery is finished. Event: Considerable uncertainty of the future needs of City. Department unable to deliver 20/21 Business Plan aims and objectives as agreed by Committee's. Business Plan will be out of date with what a 'new' City needs for recovery and growth. Impact: Realign Member expectations of the Business Plan, and expectation of the 'new future City'. Establish change ready, flexible staff and services.	 Likelihood	8	The risk has been reviewed and remains unchanged. 13 May 2020	 Likelihood			 Constant

Action no, Title,	Action description	Latest Note		Action owner	Latest Note Date	Due Date
CVD19 SGPS 28a Recovery	Establish departmental BRONZE recovery group. Identify the 'new' Business City needs and ambitions	group membership agreed, first meeting still to be held		Elizabeth Hannah	22-Apr-2020	01-May-2020
CVD19 SGPS 28b Business Plan	Refocused Business plan to facilitate business recovery	recover action plan being prepared		Elizabeth Hannah	13-May-2020	01-Jun-2020
CVD19 SGPS 28c Development	Regular reviews with City Property Association to facilitate growth [Due date added as 31/12/2020 due to unknown timescales]	Weekly liaison meetings continue with the City Property Association and other key stakeholders. Pre-application development pipeline is very healthy.		Gwyn Richards	24-Apr-2020	31-Dec-2020