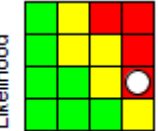




DBE Committee Report *(Port Health & Environmental Services Committee)*

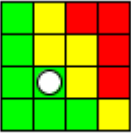
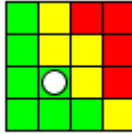

APPENDIX 2

Report Author: Richard Steele

Generated on: 21 August 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
DBE-TP-01 Road Traffic Collision caused by City of London staff or contractor who is unfit to drive while on City business 13-Mar-2015 Vince Dignam	Cause: A member of staff/contractor who is unfit or unqualified to drive causes ... Event: a road traffic collision which results in ... Impact: death or injury; financial claim	 Likelihood Impact 16	Pending completion of work by HR to improve the certainty regarding who works for the City of London this risk remains RED. 91.3% of City of London staff have completed Driver Check and 97.3% of staff who have been identified, through Driver Check, as drivers (or managers of drivers) have completed the Corporate Transport Policy online training course. The overall compliance is now 90.7%. 13 Aug 2020	 Likelihood Impact 8	31-Dec-2020	 Constant

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-TP-01c Business As Usual Mitigation	Monitor the percentage of City of London staff who have completed Driver Check and ensure that it remains above 92.5% Monitor the percentage of City of London staff who have been identified, through Driver Check, as drivers (or managers of drivers) who have completed the Corporate Transport Policy online training course and ensure that it remains above 92.5%. Monitor overall completion rates for both driver check and the online training course and ensure that it remains above 92.5%. Monitor the collection and periodic monitoring of driver licence details (and, in the case of grey fleet drivers, vehicle details).	91.3% of City of London staff have completed Driver Check and 97.3% of staff who have been identified, through Driver Check, as drivers (or managers of drivers) have completed the Corporate Transport Policy online training course. The overall compliance is now 90.7%.	Jim Graham	13-Aug-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
DBE-TP-07 A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot 27-Mar-2015 Vince Dignam; Zahur Khan	Cause: A major incident, such as flooding or fire Event: Walbrook Wharf unusable as a depot Impact: Unable to clean streets; collect waste or maintain City of London Police vehicles. City of London unable to meet its contractual arrangements with third parties who use the depot for their commercial purposes.	 Likelihood Impact	4	The risk has been reviewed and is unchanged. A Review of actions from the Business continuity plan exercise in October 2019 was carried out and the contract and City have updated any lessons learned and added the business continuity plan as a live document to the governance for review. Our response to COVID-19 has shown how this contract can be delivered with managers working from home. At the same time we lost the use of some hire vehicles but, in accordance with the BC Plan, vehicles were brought, in by our contractor, from other contracts. The Business Continuity plan was discussed as the Quarterly Partnership board meeting in July 2020 and next Business Continuity Exercise is scheduled for spring 2021. 13 Aug 2020	 Likelihood Impact	4	31-Dec-2020	 Constant

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-TP-07a Business Continuity exercise	Conduct annual DBE business continuity exercise	A Review of actions from the Business continuity plan exercise in October 2019 was carried out and the contract and City have updated any lessons learned and added the business continuity plan as a live document to the governance for review. The Business Continuity plan was discussed as the Quarterly Partnership board meeting in July 2020 and next Business Continuity Exercise is scheduled for spring 2021.	Zahur Khan	13-Aug-2020	31-Dec-2020