

<b>Committee(s)</b>	<b>Dated:</b>
Planning & Transportation Committee	30 March 2021
<b>Subject:</b> Department of the Built Environment Risk Management – Quarterly Report	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	<b>N/A</b>
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>No</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>N/A</b>
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	<b>N/A</b>
<b>Report of:</b> Director of the Built Environment	<b>For Information</b>
<b>Report author:</b> Elisabeth Hannah	

### 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. Parallel reports regarding risks that fall within the remit of the Port Health & Environmental Health Committee are submitted to that 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 has been no change in the list of Corporate risks managed by the department.

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

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

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

The Department has identified a number of risks in relation to COVID 19. The Departmental level risks are listed at Appendix 3 and are being reported to both this Committee and the Port Health & Environmental Services Committee.

## 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 owners are consulted, and risks are routinely reviewed with the updates recorded in the Corporate (Pentana) system.
3. 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

4. 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.
5. 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).
6. 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. The department provides advice relating to the City bridges to the City Surveyor's department, but the risks are owned by the City Surveyor.

### Risk Management Process

7. 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.

8. 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.
9. All significant risks (excluding Health & Safety risks, see paragraph 15) identified by the Department are managed through the Pentana System.
10. Members will notice that some risks reported are already at the Target Risk Rating & Score and are only subject to Business As Usual actions. 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 and other items of particular interest to Members**

11. Regular review of risks has identified no Departmental Level risk where the Current Risk score has changed.
12. The Target Risk Ratings/Scores have also been reviewed since the last report to Members and no changes have been identified.

### **Identification of New Risks**

13. 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.
14. 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.

### **COVID-19 Risks**

15. The Department has identified two departmental risks arising from the impact of COVID19. These are held on the Public Services SILVER group risk register. Exceptionally these risks are being reported both to this Committee and to the Port Health & Environmental Services Committee.
  - CVD19 SGPS 27 Failure to deliver the New DBE – Finance
  - CVD19 SGPS 28 Failure to deliver the New DBE – Business Plan

The Department has established three BRONZE groups, two of which (Highways, Parking & Enforcement and Development & Construction) relate to the work of this Committee. Each of these BRONZE groups has identified a service risk relating to their (potential) failure to deliver the services required by SILVER. Whilst service risks are not routinely reported to Committees these two risks are included in Appendix 3 because they are likely to be of interest to Members.

## Summary of Key Risks

16. 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 score remains assessed as 24 (RED) with a Likelihood of Probable (3) and an Impact of Extreme (8). This is above the Target Risk score of 16.

- All Change at Bank public consultation begins in March 2021
- Recommendations for on-street measures to enable the safe return of the City's workforce and support COVID-19 recovery is due to this Committee in April.

## Key Data

Not Applicable

## Corporate & Strategic Implications

- Strategic implications – Not Applicable
- Financial implications – Not Applicable
- Resource implications – Not Applicable
- Legal implications – Not Applicable
- Risk implications – Not Applicable
- Equalities implications – Not Applicable
- Climate implications – Not Applicable
- Security implications – Not Applicable

## Conclusion

17. 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) and History (as Appendix 2A)
- Appendix 3 – Register of DBE COVID19 SILVER group risks (Planning & Transportation Committee) and History (as Appendix 3A)