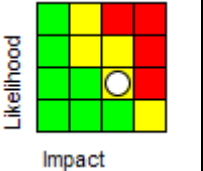
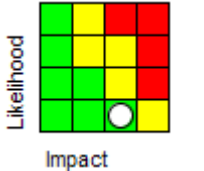



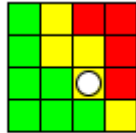
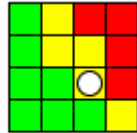
## DBE COVID-19 Risks

Report Author: Elizabeth Hannah

Generated on: 12 March 2021

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
<b>CVD19 SGPS 24 Failure by BRONZE to deliver the Waste and Litter service required by SILVER (DBE) (RECOVERY)</b> 17-Apr-2020 Jim Graham	<p><b>Cause:</b> The pandemic leads to a critical number of waste collection and street cleansing staff (employed by our term contractor Veolia) being unable to attend work due to illness/self-isolation/caring responsibilities.</p> <p><b>Event:</b> Our contractor is unable to provide a waste collection and street cleansing service.</p> <p><b>Impact:</b> Household waste remains uncollected, littering and fly tips increase to the extent that it leads to a secondary public health issue.</p>		8	Resources continually monitored and no significant decrease which means that front line services are currently unaffected  <b>11 Mar 2021</b>		4	31-Dec-2021	 Constant
							Reduce	

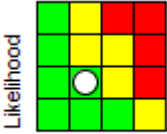
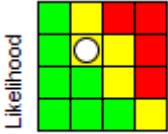
Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 24a Utilising Alternative Resources	Officers have put in place a robust process for sourcing alternative staff to ensure the waste collection from households and streets continues to happen by utilising HGV drivers from alternative sources in this order: 1. Spare drivers from street cleansing service. 2. Veolia Commercial Waste Drivers and Operatives. 3. City Officers with HGV licences. 4. 3rd party commercial drivers with HGV licences.	Staffing levels remain consistent and largely unaffected. No need to use contingencies	Jim Graham	11-Mar-2021	31-Dec-2021

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
<p><b>CV19 SGPS 25 Failure by BRONZE to deliver the Highways, Parking &amp; Enforcement service required by SILVER (DBE) (RECOVERY)</b></p> <p>17-Apr-2020 Ian Hughes</p>	<p><b>Cause:</b></p> <ul style="list-style-type: none"> <li>The pandemic leads to a critical number of staff (employed by our highway term contractor J B Riney) being unable to attend work due to illness/self-isolation/caring responsibilities.</li> <li>The pandemic leads to a critical number of staff (employed by our parking contractor Saba) being unable to attend work due to illness/self-isolation/caring responsibilities.</li> <li>The pandemic leads to a critical number of City of London staff being unable to attend work due to illness/self-isolation/caring responsibilities.</li> <li>The pandemic leads to a failure of the supply chain of our highway term contractor (J B Riney)</li> </ul> <p><b>Event:</b> Our contractors and/or City of London staff are unable to provide a highway maintenance and/or parking service.</p> <p><b>Impact:</b></p> <ul style="list-style-type: none"> <li>Failure to maintain the highway in a safe state leading to personal damage injuries. (1, 3 and 4)</li> <li>Increased inability to manage car parks leading to increases potential for crime and anti-social behaviour, increased fire risk and associated loss of income (2 and 3).</li> <li>Failure to manage on-street parking leading to loss of access by emergency services to residential and business</li> </ul>	<p>Likelihood</p>  <p>Impact</p>	8	<p>Social Distancing measures are continuing across the city as per previous comment.</p> <p>Review of services complete after move to current national lockdown including a review of staff requests to work away from home, that the need is essential and that the appropriate risk assessments are in place.</p> <p><b>11 Mar 2021</b></p>	<p>Likelihood</p>  <p>Impact</p>	8	<p>31-Dec-2021</p> <hr/> <p>Reduce</p>	<p>■</p> <hr/> <p>Constant</p>

premises (2 and 3).						
<ul style="list-style-type: none"> <li>• Failure to monitor 3rd party on-street activities licenced by the City of London leading to unsafe systems of work.</li> </ul>						


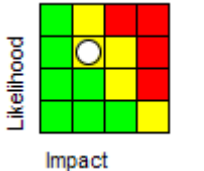

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 25a Contractor liaison	Working with contractors to ensure that they are adequately forecasting staff or supply chain issues to ensure that the City received adequate warning of the need to decrease service 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.	Works are continuing as scheduled - BAU	Ian Hughes	11-Mar-2021	31-Dec-2021
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.	Limited rota of staff involved in surveillance is continuing. Staff are reminded to continue to follow government guidelines on Covid safe working and risk assessments are being reviewed.	Ian Hughes	11-Mar-2021	31-Dec-2021
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.	Normal services for both enforcement of on-street parking/moving traffic contraventions and car parks (off street parking).	Ian Hughes	11-Mar-2021	31-Dec-2021
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.	The City's website continues to be updated throughout the Covid-19 period	Ian Hughes	11-Mar-2021	31-Dec-2021



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
<b>CVD19 SGPS 27 Failure to deliver the New DBE - Finance (DBE) (RECOVERY)</b> 17-Apr-2020 Paul Beckett; Elizabeth Hannah	<b>Cause:</b> The pandemic has changed the traffic (both people and vehicular) of the working City <ul style="list-style-type: none"> <li>drastically reducing the number of visitors and workers making trips</li> <li>closing down building sites for periods of time until safe working practises can be established</li> <li>reduction in development activity</li> </ul> <b>Event:</b> Departmental income reduced by approximately £8.4m and approx. £800k in project recoverable charges. <b>Impact:</b> 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	4	Reviewed by Departmental Leadership team, adaptations in line with Govt. guidance.  <b>10 Mar 2021</b>	 Likelihood Impact	6	31-Mar-2021	Constant
							Reduce	

Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
CVD19 SGPS 27a Budget Monitoring	Monthly budget monitoring to inform current position and budget profiling	20/21 Budget looking to be achieved, planning for C19 impact on 21/22 first quarter	Elizabeth Hannah	10-Mar-2021	31-Mar-2021
CVD19 SGPS 27b Affordability	Review affordability of projects which rely on 'on street parking account' funding	With capital bids agreed & budgets now set for 2021/22, budgets will be monitored on a monthly basis to ensure impacts of Covid & progress towards recovery are factored into project affordability considerations.	Ian Hughes	09-Mar-2021	31-Mar-2021
CVD19 SGPS	Focus on recovery in the second half of 20/21 in relation to	Budget being reviewed for quarter 1 21/22	Ian Hughes	10-Mar-	31-Mar-

27c Recovery (FY 20/21)	departmental budget and wider economy and planned fee increases			2021	2021
CVD19 SGPS 27d Recovery (First Half 21/22)	Focus on recovery in the first half of 21/22 in relation to departmental budgets, the wider economy and the pace of recovery	Risk reviewed as part of BAU and will be monitored in the context of service savings necessary to deliver a balanced budget for 2021/22, continued budget monitoring, the impact of the current wave of COVID-19 and the pace towards recovery.		09-Mar-2021	30-Sep-2021

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
<b>CVD19 SGPS 28 Failure to deliver the New DBE – Business Plan (DBE) (RECOVERY)</b> 17-Apr-2020 Paul Beckett; Elizabeth Hannah	<b>Cause:</b> 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.  <b>Event:</b> 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.  <b>Impact:</b> Realign Member expectations of the Business Plan, and expectation of the 'new future City'. Establish change ready, flexible staff and services.		4	Risk score still valid, staffing numbers being monitored to capture absences and impact  <b>02 Feb 2021</b>		6	31-Dec-2021	 Constant
							Reduce	

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	Action Complete, reviewed as part of BAU and will be monitored in the context of recovery roadmap and any potential further waves	Elizabeth Hannah	10-Mar-2021	31-Dec-2021
CVD19 SGPS 28b Business Plan	Refocused Business plan to facilitate business recovery	Action Complete, reviewed as part of standard business planning cycle.	Elizabeth Hannah	10-Mar-2021	31-Dec-2021
CVD19 SGPS 28c Development	Regular reviews with City Property Association to facilitate growth.	Action complete, BAU review in association with the Users Panel and City Property Association	Gwyn Richards	10-Mar-2021	31-Dec-2021