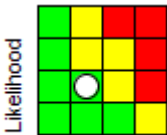

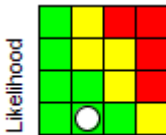


# TC CBT All Fields Report - grouped by level and excluding completed actions

Generated on: 22 November 2021 09:34



## Risk Level Description Service

<b>Code</b>	TC CBT 01	<b>Title</b>	Financial loss through fraud or theft.
<b>Description</b>	Cause: Financial and governance controls are not sufficient enough to identify fraudulent activity. Event: Funding awarded is not being used in line with the terms and conditions of grant. Impact: Negative reputational impact; grant monies may be unrecoverable which is a loss to the charity. Additional officer resources may be required to investigate and liaise with the necessary authorities.		
<b>Category</b>	Financial	<b>Approach</b>	
<b>Risk Level</b>	Service	<b>Risk Owner</b>	David Farnsworth
<b>Department</b>	Town Clerk's	<b>Committee</b>	The City Bridge Trust Committee
<b>Current Risk Assessment, Score &amp; Trend Comparison</b>	<div>  <div>4</div> <div>  </div> <div>Constant</div> </div>		
<b>Target Risk Assessment &amp; Score</b>	<div>  <div>2</div> </div>		

<b>Likelihood</b>	Unlikely
<b>Impact</b>	Serious
<b>Risk Score</b>	4
<b>Review Date</b>	22-Nov-2021

<b>Likelihood</b>	Rare
<b>Impact</b>	Serious
<b>Risk Score</b>	2
<b>Target Date</b>	31-Mar-2022

<b>Latest Note</b>	Risk reviewed by SLT, no change at this stage.
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**Actions related to this risk:**

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 01 A	Financial loss through fraud or theft.	<p>Whilst continuing to work in a hybrid way as a result of COVID-19, CBT continues with its existing robust monitoring and evaluation systems.</p> <p>To continue to regularly review grant assessment processes.</p> <p>To continue to undergo internal and external audit.</p> <p>To update wherever necessary, documentation that goes into the public domain which states that CBT has a zero tolerance to fraud.</p> <p>To continue to undertake detailed financial assessments of any grants deemed to be of a higher risk.</p> <p>To closely monitor Covid related funding programmes to ensure a robust and proportionate approach mitigating any potential fraud.</p> <p>To release funds on a quarterly basis only, ensuring that the amount of money at risk is</p>	David Farnsworth	31.03.2022	50%	Risk reviewed by Senior leadership team.

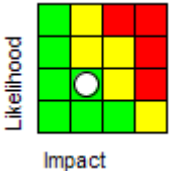

		proportionate to the funds needed to ensure project delivery.				
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<b>Code</b>	TC CBT 02	<b>Title</b>	Grant not used for its intended purpose
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<b>Description</b>	Cause: Grant award not being used in accordance with CBT priorities and in line with the original grant application. Event: Funding not being used for its intended purpose. Impact: Reputational damage to CBT.
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<b>Category</b>	Financial	<b>Approach</b>	
<b>Risk Level</b>	Service	<b>Risk Owner</b>	David Farnsworth

<b>Department</b>	Town Clerk's	<b>Committee</b>	The City Bridge Trust Committee
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<b>Current Risk Assessment, Score &amp; Trend Comparison</b>		4	—	Constant
<b>Likelihood</b>	Unlikely			
<b>Impact</b>	Serious			
<b>Risk Score</b>	4			
<b>Review Date</b>	22-Nov-2021			
<b>Target Risk Assessment &amp; Score</b>		4		
<b>Likelihood</b>	Unlikely			
<b>Impact</b>	Serious			
<b>Risk Score</b>	4			
<b>Target Date</b>	31-Mar-2022			

<b>Latest Note</b>	Risk reviewed by SLT, no change at this stage.
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**Actions related to this risk:**

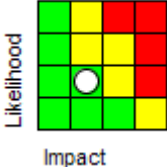
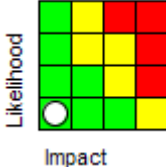
Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 02 A	Grant not used for its intended purpose	<p>To commence regular learning visits to grantees so as to identify any issues at an early stage.</p> <p>To continue to meet with the Comms and Media team to update on any potential or emerging issues with grantees.</p> <p>To sign off annual monitoring returns before release of future funds.</p> <p>To ensure regular and informal contact between CBT Funding Managers and funded organisations.</p> <p>The terms and conditions of funding require funded organisations to report any changes to their organisation or the delivery of projects as they happen.</p> <p>To maintain the compliance process with escalations agreed with Internal Audit to investigate and resolve any situations where misuse of funds might be the case.</p>	David Farnsworth	31.03.2022	50%	<p>Learning visits are reactivating in January 2022 at a slower pace and are taking place virtually and in person where possible.</p> <p>In response to Covid-19 CBT has adopted a flexible approach to grant variations according to immediate needs of grantees and changes to service delivery.</p>

<b>Code</b>	TC CBT 03	<b>Title</b>	Negative publicity and reputational damage
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<b>Description</b>	Cause: The change to CBT's funding arrangements made as part of the Interim Bridging Divides review process are not understood. Event: CBT receives a high number of queries and applications which creates a delay in assessment. Impact: Negative publicity and reputational damage CBT and its trustee the City of London Corporation.		
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<b>Category</b>	Reputation	<b>Approach</b>	
<b>Risk Level</b>	Service	<b>Risk Owner</b>	David Farnsworth

<b>Department</b>	Town Clerk's	<b>Committee</b>	The City Bridge Trust Committee
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<b>Current Risk Assessment, Score &amp; Trend Comparison</b>		4	Constant	<b>Target Risk Assessment &amp; Score</b>		1
<b>Likelihood</b>	Unlikely			<b>Likelihood</b>	Rare	
<b>Impact</b>	Serious			<b>Impact</b>	Minor	
<b>Risk Score</b>	4			<b>Risk Score</b>	1	
<b>Review Date</b>	22-Nov-2021			<b>Target Date</b>	31-Mar-2022	

<b>Latest Note</b>	Risk reviewed by SLT, no change at this stage.
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#### **Actions related to this risk:**

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 03 A	Negative publicity and damage to the City of London Corporation's reputation.	To continue to communicate clearly with key stakeholders on any variations to service	David Farnsworth	31-Mar-2022	51%	The Trust is a high-profile participant and contributor to the pan-funder London Community

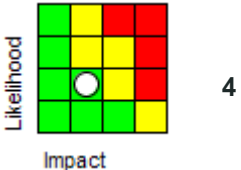
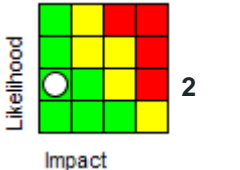
		<p>delivery.</p> <p>To continue to monitor and act upon any feedback received from grantees (website/social media/monitoring forms).</p> <p>To continue to monitor and review the number of applications received.</p>				Response, reflecting positively on the Corporation's reputation.
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<b>Code</b>	TC CBT 04	<b>Title</b>	IT failure
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<b>Description</b>	<p>Cause: Malicious attack, unpredictable event or adverse weather conditions.</p> <p>Event: IT failure at the data centre managing the CBT's CRM data.</p> <p>Impact: Inability to access active or historical grant data. Unable to assess and manage grant applications, causing a backlog.</p>
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<b>Category</b>	Technological	<b>Approach</b>	
<b>Risk Level</b>	Service	<b>Risk Owner</b>	David Farnsworth

<b>Department</b>	Town Clerk's	<b>Committee</b>	The City Bridge Trust Committee
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<b>Current Risk Assessment, Score &amp; Trend Comparison</b>	 <p>4</p> <p>Constant</p>	<b>Target Risk Assessment &amp; Score</b>	 <p>2</p>
<b>Likelihood</b>	Unlikely	<b>Likelihood</b>	Unlikely
<b>Impact</b>	Serious	<b>Impact</b>	Minor
<b>Risk Score</b>	4	<b>Risk Score</b>	2
<b>Review Date</b>	22-Nov-2021	<b>Target Date</b>	31-Mar-2022

<b>Latest Note</b>	Risk reviewed by SLT, no change at this stage.
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**Actions related to this risk:**

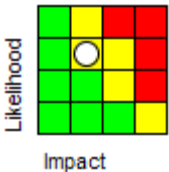

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 04 A	IS failure	To continue to meet on a regular basis with the CBT IT Business partner to ensure that all off site data back up sites and storage are suitable. To continue to ensure that any viruses and spam are reported to the IT department and dealt with swiftly.	David Farnsworth	31-Mar-2022	50%	Covid-19 response – all staff are now operating remotely and virtually. Dependence on IT has increased.

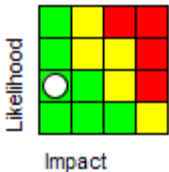
<b>Code</b>	TC CBT 06	<b>Title</b>	Staff capacity
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<b>Description</b>	<p><b>Cause:</b> The spread of Covid-19 has resulted in social distancing and lock-down being adopted so that all CBT staff members are working from home and are reliant on remote technology. Care responsibilities and potential illness of team members may also reduce workforce capacity</p> <p><b>Event:</b> An increase in CBT staff sickness due to the virus and a reduction in staff capacity in respect of those with carer responsibilities</p> <p><b>Effect:</b> CBT being unable to effectively respond to crisis, deploy staff and provide services to its grantees. Increased potential for complaints, delays in grant assessment work. Reputational damage to CBT. Increased costs due to a lack of staff to undertake key workstreams and a backlog develops</p>
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<b>Category</b>	Covid-19	<b>Approach</b>	
<b>Risk Level</b>	Service	<b>Risk Owner</b>	David Farnsworth

<b>Department</b>	Town Clerk's	<b>Committee</b>	The City Bridge Trust Committee
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<b>Current Risk Assessment, Score &amp; Trend Comparison</b>		6		Constant
<b>Likelihood</b>	Possible			
<b>Impact</b>	Serious			
<b>Risk Score</b>	6			
<b>Review Date</b>	22-Nov-2021			

<b>Target Risk Assessment &amp; Score</b>		2
<b>Likelihood</b>	Unlikely	
<b>Impact</b>	Minor	
<b>Risk Score</b>	2	
<b>Target Date</b>	31-Mar-2022	

<b>Latest Note</b>	Risk reviewed. Whilst Covid infections remain, this risk will continue to be discussed regularly at SLT
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**Actions related to this risk:**

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
TC CBT 06 A	Staff capacity	To increase the pool of consultants and temporary support staff with the application of a diversity, equity and inclusion lens. To continue to progress agreed recruitment.	David Farnsworth	31-Mar-2022	50%	Activity to be undertaken is regularly reviewed and regular contact with consultants is made to understand their potential capacity