

Department of the Built Environment

Corporate and Departmental Risks (excluding completed actions)

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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/Risk Approach	Flight path
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. Whilst going through the information with HR an IT issue has arisen with the data, so this has to be resolved also and has been escalated. We have carried out a manual overview of the data and calculated with HR that of the 5000 people on the HR system, 140 have not completed Driver Check. That is, 97.00% of City of London staff have completed Driver Check, Until HR have resolved the reporting mechanism this will remain a red risk but is monitored very closely manually.	 Likelihood Impact	8	31-Dec-2022	
							Reduce	

Appendix 2



Action no, Title,	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DBE-TP-01c Business As Usual Mitigation	<p>Monitor the percentage of City of London staff who have completed Driver Check and ensure that it remains above 92.5%</p> <p>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%.</p> <p>Monitor overall completion rates for both Driver Check and the online training course and ensure that it remains above 92.5%.</p> <p>Monitor the collection and periodic monitoring of driver licence details (and, in the case of grey fleet drivers, vehicle details).</p>	<p>Pending completion of work by HR to improve the certainty regarding who works for the City of London this risk remains RED. Whilst going through the information with HR an IT issue has arisen with the data, so this has to be resolved also and has been escalated.</p> <p>We have carried out a manual overview of the data and calculated with HR that of the 5000 people on the HR system, 140 have not completed Driver Check. That is, 97.00% of City of London staff have completed Driver Check, Until HR have resolved the reporting mechanism this will remain a red risk but is monitored very closely manually.</p>	Jim Graham	20-Dec-2021	31-Dec-2022

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CVD19 SGPS 24 Failure by BRONZE to deliver the Waste and Litter service required by SILVER (DBE) (RECOVERY) 17-Apr-2020 Jim Graham	Cause: 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. Event: Our contractor is unable to provide a waste collection and street cleansing service. Impact: Household waste remains uncollected, littering and fly tips increase to the extent that it leads to a secondary public health issue.	 Likelihood Impact	12	Impact reviewed in relation to OMICRON variant, PSG groups reviewing action plans to ensure relevancy and ready to action if required. 01 Dec 2021	 Likelihood Impact	4	31-Mar-2022	
							Reduce	

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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.	Impact reviewed in relation to OMICRON variant, PSG groups reviewing action plans to ensure relevancy and ready to action if required.	Jim Graham	20-Dec-2021	31-Mar-2022

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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/Risk Approach	Flight path
DBE-TP-07 A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot 27-Mar-2015 Vince Dignam; Ian Hughes	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	4	The City carried out a Business Continuity Plan exercise in October 2021, this was to test the Veolia cleansing and waste contract plan and resilience. The exercise went well with very few lessons to be learned. 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. This has continued into 2021 for COVID as well. The Business Continuity Plan will be updated and discussed at the next Quarterly Partnership board meeting in January 2022 and the next Business Continuity Exercise is scheduled for October 2022. 01 Dec 2021	 Likelihood	4	31-Oct-2022 Reduce	

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 2021 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 will be discussed at the Quarterly Partnership board meeting in January 2022 and the next Business Continuity Exercise is scheduled for October 2022.	Ian Hughes	20-Dec-2021	31-Oct-2022