

<b>Committee(s):</b> Port Health & Environmental Services Committee	<b>Dated:</b> 24 May 2022
<b>Subject:</b> Risk Management – Periodic Update Report	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	All
<b>Does this proposal require extra revenue and/or capital spending?</b>	N
<b>Report of:</b> Executive Director Environment	<b>For Information</b>
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### Summary

This report has been produced to provide the Port Health and Environmental Services Committee with assurance that risk management procedures in place within the Environment Department are satisfactory and that they meet the requirements of the corporate Risk Management Framework.

This report only considers risks managed by the following service areas which fall within the remit of your Committee:

- Public Conveniences, Waste Collection, Street Cleansing, Waste Disposal and Transport Services
- Port Health and Public Protection, including the Cemetery and Crematorium

Risk is reviewed regularly within each service area as part of the ongoing management of operations. 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.

### Recommendation

Members are asked to:

- Note the report and the actions taken by each service area to monitor, mitigate and effectively manage risks arising from their operations.

## **Main Report**

### **Background**

1. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to Committee on the key risks faced by their department.
2. Appendices 2 and 3 present the current Risk Registers of the following service areas which fall within the remit of your Committee:
  - Public Conveniences, Waste Collection, Street Cleansing, Waste Disposal and Transport Services
  - Port Health and Public Protection, including the City of London Cemetery and Crematorium

### **Current Position**

3. This report provides an update on the key risks that exist in relation to the operations of services areas within the Environment Department which fall within the remit of the Port Health and Environmental Services Committee.
4. Following the formation of the Environment Department on 1 April 2022, all of the department's risks have been renamed to reflect the new departmental and divisional names and structures.
5. The Cleansing and Waste Service is now part of the new City Operations Division.
6. The Cemetery and Crematorium is now part of the Port Health & Public Protection Division and, as such, its risks are included in the PH&PP register.

### **Risk Management Process**

7. Risk Management is a standing agenda item at the regular meetings of each service area's Senior Management Team.
8. Between Management Team meetings, risks are reviewed in consultation with risk and control owners, and updates are recorded in the corporate risk management system (Pentana).
9. Regular risk management update reports are provided to this Committee in accordance with the City's Risk Management Strategy.
10. Following the formation of the new Environment Department, a full review of all risks will be undertaken over the coming months to ensure a consistent, robust approach to risk management across the department.

## Identification of New Risks

11. New and emerging risks are identified through a number of channels, the main being:
- Directly by Senior Management Teams as part of the regular review process.
  - In response to ongoing review of progress made against Business Plan objectives and performance measures, e.g., slippage of target dates or changes to expected performance levels.
  - In response to emerging events and changing circumstances which have the potential to impact on the delivery of services, such as Brexit and the COVID-19 pandemic.
  - The risk register may be refreshed over and above the stated process for review and oversight, in response to emerging issues or changing circumstances.

## Summary of Key Risks

### Public Conveniences, Waste Collection, Street Cleansing, Waste Disposal and Transport Services

12. The Risk Register for the Cleansing and Waste Service, attached as Appendix 2 to this report, includes two Departmental risks of which, one is Red and one Green:
- **ENV-CO-GC 002** Road traffic collision caused by City of London staff or contractor who is unfit to drive while on City business (Red, 16)
  - **ENV-CO-GC 006** A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot (Green 4)

## Port Health and Public Protection

13. The Risk Register for Port Health & Public Protection Division (PH&PP), which now includes the City of London Cemetery and Crematorium, is attached as Appendix 3 to this report. The register includes one Amber Corporate risk; one Red Departmental risk; and four Amber risks for the Cemetery and Crematorium:
- **CR21** Air Quality (Amber, 12)
  - **ENV-PHPP 001** Brexit – Impact on Port Health and Animal Health (Red, 24)
  - **ENV-PHPP-CC 001** Deterioration of buildings, plant and machinery (Amber, 8)
  - **ENV-PHPP-CC 002** Systems failure (Amber, 6)
  - **ENV-PHPP-CC 003** Extreme weather (Amber, 6)
  - **ENV-PHPP-CC 004** Tree and plant diseases (Amber, 6)

## Corporate & Strategic Implications

14. **Strategic implications:** Effective management of risk is at the heart of the City Corporation's approach to delivering cost effective and valued services to the public as well as being an important element within the corporate governance of the organisation.
15. **Financial implications:** None
16. **Resource implications:** None
17. **Legal implications:** None
18. **Risk implications:** The proactive management of risk, including the reporting process to Members, demonstrates that each service area is adhering to the requirements of the City of London Corporation's Risk Management Policy and Strategy.
19. **Equalities implications:** There are no proposals in this report that would have an impact on people protected by existing equality legislation.
20. **Climate implications:** None
21. **Security implications:** None

## Conclusion

22. Members are asked to note that risk management processes within each service area adhere to the requirements of the City Corporation's Risk Management Framework. Risks identified within the operational and strategic responsibilities of each area are proactively managed.

## Appendices

- Appendix 1 – City of London Corporation Risk Matrix
- Appendix 2 – City Operations Division Risk Register
- Appendix 3 - Port Health and Public Protection Division Risk Register

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