

<b>Committee(s):</b> Planning and Transportation Committee	<b>Dated:</b> 7 March 2023
<b>Subject:</b> Risk Management 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> Juliemma McLoughlin, Executive Director Environment	<b>For Information</b>
<b>Report authors:</b> Joanne Hill, Business Planning and Compliance Manager	

### Summary

This report provides the Planning and Transportation 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.

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.

This report considers the key risks managed by the service areas of the Environment Department which fall within the remit of your Committee.

### Recommendation

Members are asked to:

- Note the report and the actions being taken by the Environment Department 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. To fulfil this requirement, the key risks of the service areas of the Environment Department which fall within the remit of the Planning and Transportation Committee are presented to you every four months.
3. Risk Management is discussed regularly by the Department's Senior Leadership Team and at the meetings of each service area's Senior Management Team.
4. 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).

### **Current Position**

5. This report provides an update on the key risks that exist in relation to the operations of service areas of the Environment Department which fall within the remit of the Planning and Transportation Committee:
  - The Planning and Development Division, including the District Surveyor
  - The City Operations Division: Highways and Transportation services

### **Summary of key risks**

6. The service areas which report to your committee hold a total of eight key risks (three RED and four AMBER). The risks are summarised below and the Risk Register is presented in full at Appendix 2.
  - **ENV-CO-TR 001:** Road Safety (Red, 24)
  - **ENV-CO-HW 010:** Car parks: safety (Red, 24)
  - **ENV-CO-HW 009:** Car parks: repairs and maintenance (Red, 16)
  - **ENV-PD-PD 007:** Adverse planning policy context (Amber, 12)
  - **ENV-PD-DS-001:** The District Surveyor's (Building Control) Division becomes too small to be viable (Amber, 12)
  - **ENV-PD-DS 003:** Inspecting dangerous structures (Building Control) (Amber, 8)
  - **ENV-CO-HW 002:** Working in service/pipe subways (confined spaces) (Amber, 8)

### **Red risks**

7. **ENV-CO-TR 001: Road Safety.** This current score of this risk is Red 24 (likelihood: possible; impact: extreme) and the target is to reduce it to a score of Red 16 (unlikely; extreme) by the end of March 2027 by delivering a range of projects, campaigns, training and engagement activities to reduce road danger and encourage safe behaviour. Further details are provided in Appendix 2.

8. **ENV-CO-HW 010: Car parks: safety.** This risk is currently scored at RED, 24 (possible/extreme). Due to the dilapidation and location of some car parks, the risk of fire, accidents and near misses is increased. Officers are undertaking a range of actions to improve the car parks and aim to reduce the risk rating to a score of Amber, 12 (possible; serious).
9. **ENV-CO-HW 009: Car parks: repairs and maintenance.** Currently scored as Red 16 (likely/major). This risk addresses the impact of delays in the provision of facilities management of the car parks. Officers continue to liaise closely with the City Surveyor's Department to discuss repairs and maintenance requirements and carry out regular inspections to assess current issues. The target for this risk is to reduce it to a score of Amber, 12 (possible/major).

### Increased risk

10. **ENV-PD-DS-001: The District Surveyor's (Building Control) Division becomes too small to be viable.** This risk has recently been increased from a score of Amber 8 (unlikely/major) to Amber, 12 (possible/major). Two existing members of staff will, or are expected to, retire in the near future and a recent recruitment campaign was unsuccessful. There is, therefore, increased concern over the potential lack of sufficient numbers of competent and trained staff to deliver building control services.

### New risks

11. A new risk is being developed to address the potential impacts on delivery of the Transport Strategy should TfL and/or City funding for accessibility, road danger reduction and strategic projects be limited or unavailable. This risk will be added to the register in the coming weeks and will be included in the next report to your Committee.
12. 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 availability of funding, Brexit and the COVID-19 pandemic.

### Corporate & Strategic Implications

13. 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.

14. The proactive management of risk, including the reporting process to Members, demonstrates that the department is adhering to the requirements of the City of London Corporation's Risk Management Policy and Strategy.
15. The risk management processes in place in the Environment Department support the delivery of the Corporate Plan, our Departmental and Divisional Business Plans and relevant Corporate Strategies

## **Conclusion**

16. 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 – Environment Department Key Risks (Planning and Transportation Committee)

## **Contacts**

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