

|  |  |
|--|--|
| <b>Committee:</b><br>Port Health and Environmental Services Committee  | <b>Dated:</b><br>02/06/2025  |
| <b>Subject:</b><br>Risk Management Update  | <b>Public report:</b><br>For Information   |
| <b>This proposal:</b> <ul style="list-style-type: none"> <li>• <b>delivers Corporate Plan 2024-29 outcomes</b></li> <li>• <b>provides statutory duties</b></li> <li>• <b>provides business enabling functions</b></li> </ul> | <ul style="list-style-type: none"> <li>• Providing Excellent Services</li> <li>• Vibrant Thriving Destination</li> <li>• Leading Sustainable Environment</li> <li>• Dynamic Economic Growth</li> </ul> |
| <b>Does this proposal require extra revenue and/or capital spending?</b>   | No   |
| <b>If so, how much?</b>  | N/A  |
| <b>What is the source of Funding?</b>  | N/A  |
| <b>Has this Funding Source been agreed with the Chamberlain's Department?</b>  | N/A  |
| <b>Report of:</b>  | Katie Stewart, Executive Director Environment  |
| <b>Report author:</b>  | Joanne Hill, Environment Department  |

### Summary

This report provides 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.

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 following service areas which fall within the remit of your Committee:

- Port Health and Public Protection
- The Cleansing Service

### 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 Port Health and Environmental Services Committee are presented to the Committee 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.

### **Current Position**

5. This report provides an update on the key business risks that exist in relation to the operations of service areas of the Environment Department which fall within the remit of the Port Health and Environmental Services Committee:
  - Port Health and Public Protection
  - Cleansing Service

### **Summary of key risks**

6. The register of key risks held by the Port Health and Public Protection Division and the City Operation Division's Cleansing Service includes one departmental level risk (Air Quality) and three service level risks, as summarised below. The detailed risk register is presented at Appendix 2.
7. **ENV-SLT 005 Air Quality (Current risk score: Green, 3)**  
This former-Corporate risk was de-escalated to a Departmental risk in 2024. This decision was taken by the Chief Officer Risk Management Group based on the significant improvement in air quality in the City, compliance with national standards and consistent fulfilment of statutory obligations. The risk had previously been reduced to a score of 3 and a new target has been set to reduce it further, to a score of Green 2 (unlikely; minor), by the end of 2026. The new Air Quality Strategy 2025-2030 has been published. Delivery of the Strategy's Action Plan will be monitored and progress will be reported annually with the first report due in June 2026.

**8. ENV-PHPP 001 Brexit – Impact on Port Health and Animal Health (Current risk score: Red, 24)**

Phase Two of the new border checks commenced on 30 April 2024. This means that documentary, physical and identity checks are now required at the border for medium and low risk food and feed imports. The first year of this new regime have shown that the projected increase in throughput has been realised. The Port Health Service continues to develop its processes and capacity to meet the new demands. The risk remains high due to the continued uncertainties with the new regime.

**9. ENV-CO-GC 002 - Road traffic collision caused by City of London staff or contractor who is unfit to drive while on City business (Current risk: Red, 16).**

All employees must complete a mandatory 'Driver Check' questionnaire. If that questionnaire identifies them as someone who drives on City of London business, they are automatically registered with an online licence checking system. Obtaining data from the existing software to determine compliance with the initial 'Driver Check' questionnaire has been problematic, but a manual system has been put in place. However, the software is now due to be replaced as part of the new Corporate ERP system, which should resolve the issues. Once the new system is in place, the risk will be reassessed and the score reduced if appropriate.

**10. ENV-CO-GC 006 - A major incident, such as flooding or fire, makes Walbrook Wharf unusable as a depot (Current risk: Amber, 8)**

This risk remains at a score of Amber 8: unlikely, but with a major impact on the ability to deliver cleansing and waste services should it occur. A robust Business Continuity Plan is in place. A Business Continuity Exercise was undertaken in December 2024; officers are now reviewing the outcomes and appropriate actions will be undertaken before the next review. A range of other suitable actions are in place to control the likelihood and impact of the risk.

## **Identification of New Risks**

**11. New and emerging risks are identified through several 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.
- The risk register may be refreshed over and above the stated process for review and oversight, in response to emerging issues or changing circumstances.

## **Corporate and Strategic Implications**

12. 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.
13. 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.
14. 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**

15. 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 (Port Health and Environmental Services Committee)

## **Contact**

Joanne Hill, Business Planning and Compliance Manager, Environment Department  
T: 020 7332 1301  
E: [Joanne.Hill@cityoflondon.gov.uk](mailto:Joanne.Hill@cityoflondon.gov.uk)