



CHL All Fields Report

Generated on: 06 May 2016 17:11

Code	CHL CVD 001	Title	City Information Centre Temperature control
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Description	Cause: Malfunction of air conditioning/heating system. Event: Discomfort at best, illness at worst to both staff and international visitors. Impact: Loss of income, reputational damage at international level.		
Category	Health and Safety	Approach	Reduce (By appropriate remedial action)
Risk Level	Service	Risk Owner	Faith Bowman; Margaret Jackson
Strategic Aim	Dept. Strategic Aim 2) To transform the sense of the City as a destination.	Key Policy Priority	KPP5
Department	Department of Culture, Heritage and Libraries	Committee	Culture, Heritage and Libraries Committee

Current Risk Assessment, Score & Trend Comparison	
Likelihood	Rare
Impact	Serious
Risk Score	2
Review Date	06-May-2016

Target Risk Assessment & Score	
Likelihood	Rare
Impact	Minor
Risk Score	1
Target Date	31-May-2016

Latest Note	Repairs took place by City Surveyor's however, a problem with the system has occurred, making this risk live once again.
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Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
CHL CVD 001a	CIC air con/heating repair	City Surveyor's to arrange repairs through FM contractor a.s.a.p.	Inma Ferrer	31-Oct-2015	100%	Further visits made by contractors and air con working. Underfloor heating system is being monitored by City Surveyors. Completed

Code	CHL GAG 001	Title	Security of collections held within the Department's Art Gallery premises
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Description	Cause: Vandalism of a statue/destruction of a painting or other work of art. Event: Damage to our historic and cultural collections. Impact: Artworks would be removed from public view and attract adverse press coverage.		
Category	Reputation	Approach	Reduce (By appropriate remedial action)
Risk Level	Departmental	Risk Owner	Margaret Jackson; Jeremy Johnson
Strategic Aim	Strategic Aim 3	Key Policy Priority	KPP5
Department	Department of Culture, Heritage and Libraries	Committee	Culture, Heritage and Libraries Committee

Current Risk Assessment, Score & Trend Comparison	<p>8 ↓ Decreased Risk Score</p>	Target Risk Assessment & Score	<p>4</p>
Likelihood	Unlikely	Likelihood	Rare
Impact	Major	Impact	Major
Risk Score	8	Risk Score	4
Review Date	19-Apr-2016	Target Date	31-Mar-2017

Latest Note	Risk revised following advice from Audit and Risk Sub Committee meeting.
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Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
CHL GAG 001a	Insurance reviewed annually.	Update insurance requirements annually to ensure relevant items are covered in the policy.	Vicky Carroll	16-Sep-2016	0%	Insurance requirements reviewed annually.

Code	CHL GL 001	Title	Risk of flooding in lower ground levels high value storage areas at Guildhall Libraries.
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Description	Cause: Flood or water/sewage damage from burst pipes/leaks. Event: Damage to high value collections in lower ground storage areas. Impact: Could be significant financially and damaging to our reputation, especially to irreplaceable items.		
Category	Reputation	Approach	Reduce (By appropriate remedial action)
Risk Level	Departmental	Risk Owner	Alan Day
Strategic Aim	SA3 - To provide valued services to London and the nation.	Key Policy Priority	KPP5
Department	Department of Culture, Heritage and Libraries	Committee	Culture, Heritage and Libraries Committee

Current Risk Assessment, Score & Trend Comparison	
Likelihood	Unlikely
Impact	Serious
Risk Score	4
Review Date	19-Apr-2016

Target Risk Assessment & Score	
Likelihood	Unlikely
Impact	Serious
Risk Score	4
Target Date	31-Mar-2016

Latest Note	Pavement works carried out by City Surveyor's have proved successful. This risk has been reduced enough to be removed from the risk register.
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Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
CHL GL 001a	Monitoring period.	Monitor water trough after pavement works for signs of leakage.	Dorian Price	31-Mar-2016	0%	No new leaks identified in December/January. Monitoring continues. Completed.

Code	CHL PP 001	Title	Loss of IT at multiple public facing sites in the department
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Description	Cause; IT failures from lack of system/software maintenance and upgrades. Event: Public avoiding our services due to lack of confidence in their provision. Effect/impact: Significant reputational damage expressed through loss of income and footfall over a prolonged period. Social media used to detriment of the CoL. Loss of income from external presentations/workshops/events.		
Category	Reputation	Approach	Reduce (By appropriate remedial action)
Risk Level	Departmental	Risk Owner	David Pearson
Strategic Aim	Strategic Aims 1 and 2	Key Policy Priority	KPP1 KPP2 and KPP5
Department	Department of Culture, Heritage and Libraries	Committee	Culture, Heritage and Libraries Committee

Current Risk Assessment, Score & Trend Comparison	 8 ↔ No change	Target Risk Assessment & Score	 6
Likelihood	Likely	Likelihood	Possible
Impact	Serious	Impact	Serious
Risk Score	8	Risk Score	6

Review Date	19-Apr-2016	Target Date	31-Aug-2016
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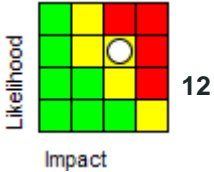
Latest Note	Some progress made with IT section work programmes which have reduced the number of outages since December 2015.
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Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
CHL PP 001a	Incident escalation.	Escalate with IS Service Desk as soon as an incident occurs.	Sara Pink	01-Nov-2016	40%	All sites reporting incidents to IS Service Desk as required.

Code	CHL TBM 001	Title	The effect of terrorism on the tourism business at Tower Bridge & Monument
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Description	Terrorism on the tourism business would have a devastating effect on visitors into the City of London, both financial and reputational. Cause; An act of terrorism in the heart of London. Event: Tourists avoiding visitor attractions in London including those owned/operated by the City of London Corporation (in particular The Monument and Tower Bridge) Effect/impact: Significant loss of income and footfall over a prolonged period, service budget reconfiguration.		
Category	Financial	Approach	Reduce (By appropriate remedial action)
Risk Level	Departmental	Risk Owner	Jamie Bottono; Margaret Jackson
Strategic Aim	Departmental Strategic Aim 2	Key Policy Priority	KPP5
Department	Department of Culture, Heritage and Libraries	Committee	Culture, Heritage and Libraries Committee

Current Risk Assessment, Score & Trend Comparison	 <p>Likelihood</p> <p>Impact</p> <p>12 ↔ No change</p>	Target Risk Assessment & Score	 <p>Likelihood</p> <p>Impact</p> <p>12</p>
Likelihood	Possible	Likelihood	Possible

Impact	Major
Risk Score	12
Review Date	17-Mar-2016

Impact	Major
Risk Score	12
Target Date	31-Mar-2017

Latest Note	No change to risk rating. Upgrade of analogue cameras to digital in progress.
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Actions related to this risk:

Ref No:	Title	Action Description	Action Owner	Due Date	Progress	Latest Note
CHL TB 001a	Regular Liaison meetings with CoLP Counter Terrorism Section.	Hold regular Liaison meetings with CoLP Counter Terrorism Section and implement any actions identified.	Chris Earlie	30-Jun-2016	0%	The Public Security Improvement Activity Assessment which is used to assess security measures at crowded places is regularly reviewed and the next review meeting with the City of London Police is on 14th March 2016.

N.B. The CHL departmental Management Team is currently taking part in Risk Management workshops with the Corporate Risk Adviser to identify/update all departmental and service level risks. The results of these workshops will be brought to the next Committee meeting as part of a separate risk report.