

Board meeting

15 September 2020



Risk and opportunity register report

Agenda item: 15
LTW632
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Over the past year London TravelWatch underwent a period of significant change, and with all change brings opportunities and risks. The current Coronavirus pandemic also provided an opportunity to consider the impact of the changes to the organisation.

These workshops helped us identify, consider and prioritise the strategic opportunities and risks that London TravelWatch currently face, in a way that means they can be effectively managed. Attending the workshops we had Arthur Leathley, Karen McArthur and Safia Iman who represented the Board. From the Senior Management Team we had Emma Gibson, Tim Bellenger, Susan James and Richard Freeston-Clough.

The objectives for the workshops were:

- To identify and consider strategic risks and opportunities for London TravelWatch
- To prioritise the opportunities and risks
- To finalise the top six opportunities and risks
- To discuss the mitigation/consideration measures for the top six risks and opportunities

We considered the following areas of and asked attendees to identify strategic opportunities and risks related to each area:

1. Financial
2. Project delivery
3. Reputation
4. London political
5. Business development
6. Stakeholder
7. Employee engagement
8. Legal and compliance
9. Technology
10. Environmental
11. Any other

Once the scope of the opportunities and risks were agreed upon we could turn to assessment against a chosen criterion. In the case of opportunities we discussed whether a wider selection of criteria needed to be considered before we attempted to prioritise e.g. resources and time period for manifestation. All risks in this version however were assessed on the original criteria, helping us to understand the top priorities which require attention and oversight. The actions to mitigate these risks were then discussed.

It was agreed that senior management could decide in a separate meeting who should own, and manage, the top risks and opportunities.

We would like the Board to consider the identified opportunities and risks and reflect on the top six prioritised. We could also discuss how the Board would like these managed and reported on.