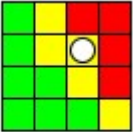
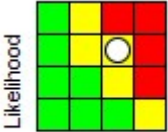

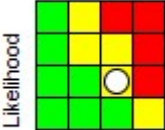
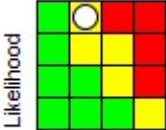



Housing and Property Risks – June 2019

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DCCS HS 003 Lone Working 14-Jan-2016 Liane Coopey; Monique Maccow; Paul Murtagh	<p>Cause: Not implementing appropriate risk assessment and lone working device to mitigate the risk, not providing training nor effective management supervision to support lone workers.</p> <p>Event: Fail to enforce corporate policy and guidance followed by legislation. Lone working staff not taking adequate control measures if an event was to occur.</p> <p>Effect: Physical or mental harmed to staff can result to investigation and legal action, damaging the reputation of the City of London.</p>	Likelihood 	12	<p>The department lone working policy and guidance notes have been enforced, and managers are overseeing lone working staff via portal updates.</p> <p>Training was carried out and supported by a restructure of the CSC portal. Managers to ensure all units are linked to a user and lone working staff is under the correct sub-group for monitoring purposes.</p> <p>The Department to discuss reducing the target, as several steps have been taken to mitigate the risk.</p> <p>03 Apr 2019</p>	Likelihood 	12	31-Mar-2020	 Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 003b	Not all staff are working in compliance with the departmental lone working procedures. These will be reviewed to check why they are not being implemented by all staff and reviewed if appropriate. Compliance with new procedures will be monitored by managers and the quarterly Health and Safety Committee. It is anticipated that monitoring information will be available from Skyguard or the replacement system.	Review of the Skyguard portal structure of staff hierarchy has been completed and information has been updated. Health & Safety advisor now working with individual teams to ensure that they are satisfied with the way the system operates and that staff are aware how devices work.	Paul Murtagh	24-Jun-2019	31-Mar-2020

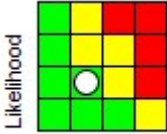
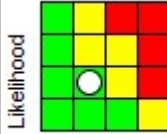
DCCS HS 003c	Reviewing and implementing the Personal Safety Visiting Tool (PSVT);	PSVT was reviewed early April 19 by Wendy Giacaglia. A few addresses were added to the list. None were removed. Information is still being double entered - Orchard and PSVT	Monique Maccow; Paul Murtagh	26-Apr-2019	31-Mar-2020
--------------	--	---	---------------------------------	-------------	-------------

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score	Risk Update and date of update	Target Risk Rating & Score	Target Date	Current Risk score change indicator
DCCS HS 002 Failure to carry out and review effective Fire Risk Assessments for more than 5000 units of residential accommodation and a number of commercial units 14-Jan-2016	<p>Cause Fire Risk Assessments for managed properties not carried out effectively</p> <p>Event Fires do occur from time to time. Effective Assessments reduce the risk and identify if any changes to procedures or maintenance regimes that need to be reviewed or introduced</p> <p>Effect Fires can lead to significant property damage and potential loss of life</p>	 <p>8</p>	<p>The 2017-2018 FRA's action plan for Housing and Property Services are being monitored closely by the Health and Safety Adviser. The next fire risk assessments will be carried out in 2020.</p> <ul style="list-style-type: none"> • Estate management to carry out actions and recommendations of FRA's. • Advise, to ensure all FRA's major actions have been assigned as a project and close off as works are being completed. • A duty of care to ensure all commercial unit has a recent up to date fire risk assessment and no medium or high-risk actions are outstanding. <p>03 Apr 2019</p>	 <p>8</p>	31-Mar-2020	 Constant

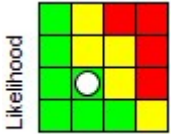
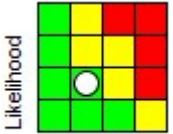

Liane Coopey; Monique Maccow; Paul Murtagh

--	--	--	--	--	--	--

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 002c	Community and Children's Services Committee has approved the retrofitting of sprinklers in the 5 high rise tower blocks within the City's social housing portfolio.	Community and Children's Services Committee has approved the retrofitting of sprinklers in the 5 high rise tower blocks within the City's social housing portfolio.	Paul Murtagh	12-Nov-2018	31-Oct-2019
DCCS HS 002d	Community and Children's Services Committee has approved a programme to replace all main entrance doors in the City's social housing blocks of flats. The new fire doors will provide a minimum of 30 minutes and up to 60 minutes of fire resistance.	Community and Children's Services Committee has approved a programme to replace all main entrance doors in the City's social housing blocks of flats. The new fire doors will provide a minimum of 30 minutes and up to 60 minutes of fire resistance.	Paul Murtagh	12-Nov-2018	31-Mar-2020

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DCCS HS 001 Health and Safety procedures 13-Nov-2014 Jacque Campbell; Paul Murtagh	Cause: Failure to meet Health and Safety regulations and City of London procedures within the department and on the properties and estates managed by the Housing Division Event: Accident or fire in property or estates managed DCCS leading to harm / injury to staff member, resident or visitor Effect: Injury to person/s on property or estates managed by DCCS, possible adverse media coverage, external investigation into incident and potential claims for compensation.	 Likelihood Impact	4	Score unchanged 02 Apr 2019	 Likelihood Impact	4	31-Mar-2020	Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 001d	Review of estate walkabouts, inspections and regular checks.	<ul style="list-style-type: none"> Estate Management Policy approved by Committee in November 2018 Estate Services Manager has been recruited and in post since March 2019 IT options for the inspection system have been investigated, Estate Services manager is working with the Projects and Improvements Manager. It's hoped that due to the low cost a full procurement exercise will not be needed Initial drafts of the estate standards have been drawn up and will be taken to estate staff for consultation by end of April 2019 	Liam Gillespie; Monique Maccow	02-Apr-2019	30-Sep-2019

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
DCCS HS 004 Housing Finance Changes 15-Aug-2016 Jacquie Campbell; Paul Murtagh	Cause Changes to housing financing Event Possible shortfall in Housing Revenue Account funding Effect – Inability to fund the estimated 30 year expenditure plans regarding the City of London’s Social Housing	 Likelihood	4	Savills has now completed the Stock Condition Survey on the Corporation’s social housing portfolio. The outcome of the survey, in the form of an Executive Summary, was presented to the Community & Children’s Committee on 11 May 2018. Savills has now been commissioned to produce a 30-year business plan for the Housing Revenue Account. 24 Jul 2018	 Likelihood	4	31-Mar-2020	 Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 004a	This work has been commissioned from Savills and from the Chartered Institute of Housing and the outcomes will be reported to Committee in October 2016.	Awaiting confirmation of review date from Assistant Director Housing & Neighbourhoods. Amended to 31/03/20 in anticipation	Jacquie Campbell; Paul Murtagh	15-Apr-2019	31-Mar-2020
DCCS HS 004c	Review of rent collection processes.	Social Housing Rents policy to go to HMASC in May 19. Rents Review postponed to Summer 19. Anticipated to go to committee in September 19.	Liam Gillespie	26-Apr-2019	30-Sep-2019