

Committee:	Date:
Community and Children's Services Committee	12 February 2016
Subject: Community and Children's Services Departmental Risk Register 2015/2016 update	Public
Report of: Director of Community and Children's Services	For Information

Summary

This report has been produced to provide your committee with an update on the management of risks faced by the Department of Community and Children's Services.

Risk is reviewed regularly by the Departmental Leadership Team as part of the ongoing management of the operations of the department. In addition to the opportunity for emerging risks to be raised as they are identified, a process exists for in-depth periodic review of the risk register.

The Community and Children's Services department has nine risks on the register. The most significant current risks are:

- **CR17** – Safeguarding Risk (Current Corporate risk: Amber – no change)
- **PE 002** – Failure to deliver expansion of Sir John Cass Foundation Primary School (Current Departmental risk: Red - no change)
- **CP 002** – City of London Community Education Centre – site redevelopment (New Departmental risk – Red)
- **HS 002** – Failure to carry out effective fire risk assessments (New Departmental risk – Red)
- **HS003** – Lone Working (New Departmental risk – Red)
- **PE 003** – Early Help (New Service risk - Red)

Recommendation

Members are asked to note the report and the actions being taken by Officers to monitor and manage risks arising from our operations.

Main Report

Background

1. The Risk Management Framework of the City of London Corporation requires each Chief Officer to report regularly to their Committee the key risks faced in their

department. The Audit and Risk Management Committee has requested that Corporate and Departmental risks should be reported to Committee on a quarterly basis with update reports on all red rated risks at intervening committee meetings.

2. Departmental risks are identified and scrutinized during the business planning process. Departmental risks are reviewed by the Departmental Leadership Team on a monthly basis and are formally reported to members quarterly at the Community and Children's Services Committee in accordance with the City's Risk Management Framework.
3. Risk management is a core component of our ongoing business as usual, discussed in departmental, divisional and team meetings, project and programme boards and as part of business planning sessions.

Current Position

4. This report provides an update of the key risks that exist in relation to the operations of the department and, therefore, the Community and Children's Services Committee.

Summary of Key Risks

5. Community and Children's Services department currently has one corporate risk, seven departmental and one service level risk on the departmental risk register attached as Appendix 1 to this report. The six most significant current risks are;

- **Corporate - CR17 – Safeguarding** (Current risk: Amber- no change)

The City of London has a legal duty to safeguard and promote the wellbeing of vulnerable children and adults at risk within the City. This involves working effectively with our multi-agency partners to identify risks and issues at an early stage. This allows us to intervene and prevent issues from escalating and requiring statutory intervention. The Safeguarding Policy agreed by Chief Officers and the Community and Children's Services Committee has been reviewed and was launched in November 2015.

An evaluation of the raising awareness campaign "notice the signs" found that the impact had been significant and had resulted in increased numbers of alerts. Further work is being carried out to raise awareness of the role of the Local Authority Designated Officer who investigates allegations made against staff that calls into question their suitability to work with or be in a position of trust with children. New London wide Adult Safeguarding procedures have been published and training will be carried out in the next few months.

- **Departmental - PE002 – Failure to deliver expansion of Sir John Cass Foundation Primary School in September 2016** (Current risk : Red –no change).

Members have been made aware of the issues regarding this project through regular updates to Committee. Continual efforts are being made to try and ensure that the expansion will be achieved.

- **Departmental CP 002 – City of London Community Education Centre (COLCEC)– site redevelopment** (New risk – Red)

The current site of COLCEC is being redeveloped early in 2017. In order to continue to effectively deliver community learning from 2017 a new location for the centre will need to be identified.

At their December meeting Members rejected a report proposing the Golden Lane Community Centre as a potential new location. A Members Working Group has agreed to consider a further option and a report is being prepared for April 2016 Committee.

- **Departmental HS 002 – Failure to carry out effective fire risk assessments** (New risk – Red)

The department manages more than 5000 residential properties and a number of commercial premises and fire risk assessments are essential in reducing the risk of significant property damage and potential loss of life. This risk has been identified as a top X health and safety risk. Consultants will be employed to carry out the assessments to a work schedule to be agreed by the end of March 2016. Training for appropriate housing staff to carry out assessments will be conducted later in the year. The risk rating should reduce once the assessments have been completed and any actions identified have been implemented.

- **Departmental HS003 – Lone Working** (New risk – Red)

Community and Children’s Services has many staff who work in isolated locations or visit clients’ homes. This puts them at increased risk of abuse or harm. This risk has been identified as a top X health and safety risk. Lone working devices called Skyguard which enable staff to silently raise an alert, are used by a number of staff. A review of their effectiveness has commenced as there have been reports of problems with the connectivity of the devices. As a result of the review a new solution may be identified.

- **Service PE 003 – Early Help** (New risk - Red)

Referrals to the Early Help Service are very low, efforts to increase compliance with early help procedures to improve the numbers of referrals have commenced. Full compliance will support a shift from crisis intervention to prevention.

Conclusion

- 6 Members are asked to note the actions taken to manage these departmental and corporate risks in relation to the operations of the Community and Children’s Services Department.

Appendices

- Appendix 1 – Community and Children’s Services Department Risk Register Summary
- Appendix 2 – City of London risk scoring matrix.

Background Papers

Risk Management Strategy May 2013

Sharon McLaughlin
Business Support Manager

T: 020 7332 3498

E: Sharon.mclaughlin@cityoflondon.gov.uk