

Committee	Dated:
Housing Management & Almshouses Sub-Committee	27/11/2017
Subject: Property and Housing services risk register update	Public
Report of: Director of Community & Children's Services	For Information
Report author: Bayo Igoh, Head of Estates	

Summary

The Departmental Risk Register contains a number of strategic risks which are either specific or relevant to Housing. This report presents these risks to Members and highlights any key points. Actions to mitigate the risk are in place, and are being delivered to anticipated timescales. The risk register is used to identify, assess, and manage risks down to acceptable levels through a review and updating process. The report provides details of all risks that have been identified along with their analysis and plans for how those risks will be treated. The risk register has been collated during Quarter 2 (July to August 2017). It is proposed that the risk register will be updated and attached as an appendix to the Housing Update which is presented to the Housing Management & Almshouses Sub-Committee every six months.

Recommendation

Members are asked to note the update and progress of the extract of the Departmental Risk Register which relates to Housing.

Main Report

Current Position

1. The Departmental Risk Register contains a number of strategic risks which are either specific or relevant to the Housing & Neighbourhoods Division and/or the Barbican & Property Services Division. Having identified the key strategic risks, officers report actions already taken to mitigate against the likelihood and impact of these risks. The risk is then reassessed.
2. Each risk is then accompanied by an action plan which identifies future actions to be taken.

3. During the quarter, two risk ratings have changed:

- **HS 003 Lone Working:** the rating on this risk has reduced from red to amber as it has been agreed to use Skyguard as the lone worker protection device.
- **HS 004 Housing Finance Charges:** the rating on this risk has reduced from amber to green.

4. No red risk ratings reported this quarter.

5. Two amber risk ratings reported this quarter:

- **HS 003 Lone Working:** it has been agreed to use Skyguard as the lone worker protection device. Following a review of the DCCS Lone Working Procedures system, further instruction and training has been carried out to ensure that there are robust processes, procedures and monitoring systems in place to protect staff at all times whilst carrying out their duties and responsibilities.
- **HS 002 Fire Risk Assessments:** All Fire Risk Assessments for residential and commercial properties managed by the Department of Community and Children's Services have been completed by independent assessors every 3 years. The Fire Risk Assessments done in 2016 highlighted no major areas of concern or risk. From 2017 Fire Risk Assessments will be undertaken on an annual basis by independent assessors. Frankham Risk Management is currently carrying out the 2017 Fire Risk Assessments. These are more detailed than previous assessments and will give us a full picture of the effectiveness of fire safety measures on our estates, and what we need to do to improve this.

6. A summary of the risk register is provided in Appendix 1.

Next steps

7. The Departmental Risk Register is currently reported on a regular basis to the Community & Children's Services Committee. At the request of Members, we are now bringing the specific risks associated with Housing to your Sub-Committee. We propose that, in future, this report will be incorporated into the six-monthly Housing Update, with the Risk Register extract attached as an appendix.

Appendices

- Appendix 1 – Property and Housing Services Risk Register summary

Bayo Igoh

Head of Estates, Community & Children's Services

T: 020 7332 1916

E: Bayo.Igoh@cityoflondon.gov.uk

