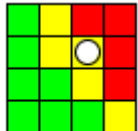
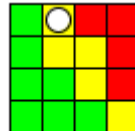



DCCS Corporate and departmental risks - detailed report EXCLUDING COMPLETED ACTIONS

Generated on: 19 June 2018



Rows are sorted by Risk Score

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 Paul Murtagh	Cause Fire Risk Assessments for managed properties not carried out effectively 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 Effect Fires can lead to significant property damage and potential loss of life	 Likelihood Impact	12	All 2018 fire risk assessments for social housing have been completed. An action plan is being developed to ensure recommendations are completed within agreed timescales. A Fire Risk Assessment summary report is being presented to the Community and Children's Services Committee in May 2018. 16 Apr 2018	 Likelihood Impact	8	31-Mar-2019	 Constant

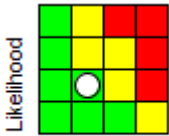
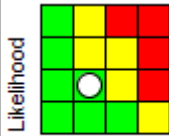

Action no, Title,	Description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 002a Consultant to carry out new fire risk assessments to all managed properties.	Consultants will be employed to carry out risk assessments to all residential and commercial properties managed by the Department. 2017 Fire risk assessments will be completed by end October 2017.	Completed- The new Type 3 Fire Risk Assessments have now been completed and submitted. We are now working with our consultant, Frankham Risk Management, to develop an Action Plan to ensure all recommendations are completed within the prescribed timescale. A Summary Report on the findings and recommendations from the Fire Risk Assessments will be presented to the C&CS Committee in May 2018.	Paul Murtagh	06-Apr-2018	30-Jun-2018

DCCS HS 002b Training to be provided to Housing staff to carry out and review effective fire risk assessments	Training provider for Fire Risk Assessments to be identified. Appropriate staff will be nominated to attend.	Action COMPLETED.	Paul Murtagh	05-Jul-2018	30-Sep-2017
---	--	-------------------	--------------	-------------	-------------

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 Paul Murtagh	Cause Staff working on their own in isolated locations or visiting residents or clients homes Event Staff suffer verbal abuse, physical attack or are an accident victim Effect Harm or serious injury to staff		12	Following a recent tendering exercise, the contract for the provision of lone working devices for all staff identified as 'lone workers' has been awarded to Skyguard. The devices have been allocated to all staff, who have all received suitable training in how to use the devices. The lone working system is now fully operational. 05 Jun 2018		12	30-Jun-2018	 Constant

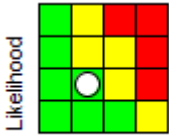
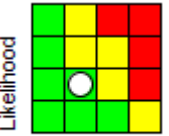

Action no, Title,	Description	Latest Note			Action owner	Latest Note Date	Due Date
DCCS HS 003a Sky Guard Review	A review of the current Lone worker protection device is in progress. Some staff report connectivity problems. At the finish of the review a decision will be taken to continue or to investigate a different solution	Following a comprehensive review of our lone working support system, Sky Guard, we have recently completed a competitive tendering exercise for the procurement of a new robust, modern and effective lone working support system. The contract has again been awarded to Sky Guard and we are now working with the Company to implement the new Contract. Full implementation is scheduled for the 1st April this year.			Paul Murtagh	06-Mar-2018	28-Feb-2018
DCCS HS 003b Lone Working Procedures	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	The new Skyguard system has been purchased and rolled out to all staff identified as 'lone workers'. The lone working system is now fully operational and full training has been provided.			Paul Murtagh	05-Jun-2018	31-Mar-2018

	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.				
DCCS HS 003c Personal Safety Visiting Tool (PSVT)	Reviewing and implementing the Personal Safety Visiting Tool (PSVT);	The new Skyguard system has been purchased and rolled out to all staff identified as 'lone workers'. The lone working system is now fully operational and full training has been provided.	Paul Murtagh	05-Jun-2018	30-Jun-2018

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 Jacquie 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.		4	The DCCS Health and Safety Group continues to meet quarterly. The work plan and Top X risks are discussed and reviewed at each meeting. 05 Jun 2018		4	31-Mar-2019	 Constant

Action no, Title,	Description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 001c Implement agreed work plan addressing Top X and other risks	Work plan for Health and safety Officer has been agreed and will be reviewed at quarterly departmental health and safety meetings	Completed - Meeting dates have been set up for 2017. Review of work plan, top X, and other Health and Safety risks reviewed.	Paul Murtagh	14-Mar-2017	31-Mar-2017

DCCS HS 001c Pilot of DCCS Alcohol and Drug Misuse Policy	Pilot of DCCS Drug and Alcohol Misuse Policy from 1 August to 31 January 2017	At its meeting on 29 November 2017, the DCCS Departmental Health and Safety Group agreed to formally adopt the DCCS Drugs and Alcohol Misuse Policy with immediate effect	Paul Murtagh	09-Feb-2018	30-Nov-2017
DCCS HS 001d Review of estate walkabouts, inspections and regular checks	Review of estate walkabouts, inspections and regular checks.	<ul style="list-style-type: none"> • Project planned for 2018/19 financial year to introduce estate standards and monitoring procedures • A Project Brief has been written and project will commence in Q1 of 2018/19 • New Estate Management Policy & Procedure to be written as part of this project 	Liam Gillespie	30-Apr-2018	31-Mar-2019
DCCS HS 001f Review of annual risk assessments programme	Review of annual risk assessments	Improvements to risk assessment procedures will be included in the review of estate management procedures. With regard to fire risk, we continue to work on our fire safety improvement plan and colleagues in Housing and Neighbourhoods are working closely with Barbican & Property Services to respond to the latest fire risk assessments carried out by Frankham RMS Ltd. Action Plans have been commenced and the actions included in them will be monitored by senior management.	Liam Gillespie	30-Apr-2018	31-Mar-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	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 Impact	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 01 Jun 2018	 Likelihood Impact	4	31-Mar-2019	 Decreasing

Action no, Title,	Description	Latest Note	Action owner	Latest Note Date	Due Date
DCCS HS 004a Review of 5 year Housing Revenue Account Financing Plan and remodelling of 30 year business plan	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.	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, has been presented to the Community & Children's Committee at its meeting on 11 May.	Jacquie Campbell; Paul Murtagh	11-May-2018	30-Apr-2018
DCCS HS 004b Financial Inclusion Programme and Universal Credit Support	Financial Inclusion Programme and Universal Credit support	COMPLETE - The temporary Case Worker is now in place and working with a number of households to support them.	Jacquie Campbell	16-Apr-2018	30-Sep-2017
DCCS HS 004c Review of rent collection processes	Review of rent collection processes.	<ul style="list-style-type: none"> • A review has been carried out and this has identified a number of actions for us. We anticipate being able to do this by July 2018. • As part of a wider review of our policies and procedures, we will be formulating a Rents Policy and associated procedures during the 2018/19 financial year. 	Liam Gillespie	30-Apr-2018	31-Aug-2018