

<b>Committee(s)</b>	<b>Dated:</b>
Community and Children's Services Committee	11 September 2015
<b>Subject:</b> Community and Children's Services Departmental Risk Register 2015/2016	<b>Public</b>
<b>Report of:</b> Director of Community and Children's Services	<b>For Information</b>

### Summary

This report has been produced to provide your committee with assurance that the risk management procedures in place within the Department of Community and Children's Services are satisfactory and that they meet the requirements of the Corporate Risk Management Framework.

Risk is reviewed regularly by the Departmental Leadership Team as part of the on going 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 1 corporate risk and 4 departmental risks. The most significant current risks are:

- CR17 – Safeguarding Risk (Current Risk: Rating - Amber)
- PE002 – Failure to deliver expansion of Sir John Cass Foundation Primary School (Current Risk Rating: Red)

### Recommendation(s)

Members are asked to:

- Note the report and the actions taken in the Department of Community and Children's Services to effectively 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 such risks should be reported to Committee on a quarterly basis.

## **Current Position**

2. 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. The report also outlines the processes adopted for the on going review of risk and mitigating actions.

## **Risk Management Process**

3. 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.
4. Risks management is a core component of our ongoing business as usual, discussed in frontline team meetings, project and programme boards and as part of business planning sessions.

## **Identification of New Risks**

5. During the monthly reviews, new departmental risks are discussed and/or identified by the senior management teams of each division and added to the register following discussion with the Departmental Leadership Team. These discussions assess the level of risk and identify controls, mitigation and timescales for actions. The Departmental Leadership Team also identifies any potential risks for escalation to the Corporate risk register.
6. The risk register may be refreshed over and above the stated process for review and oversight, in response to emerging issues or changing circumstances.
7. The following risk has been assessed at red since the previous report to this committee and is summarised in more detail in paragraph 8.
  - PE002 – Failure to deliver expansion of Sir John Cass Foundation Primary School in September 2016.

One risk has been closed since the previous report:

- PE001 – Implementation of part 2 of the Better Care Act – self funders. This risk has been closed as the implementation of part 2 regarding self-funders has been deferred until 2020.

## **Summary of Key Risks**

8. The Community and Children's Services department is responsible for one Corporate Risk, summarised below, this risk is reviewed and reported regularly to Audit and Risk Management Committee:

### **CR17 – Safeguarding** (Current Risk Rating: Amber)

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 City of London Corporation has a City-wide Safeguarding policy agreed by Chief Officers and the Community and Children's Services Committee.

Whilst the City has lower numbers of residents and service users compared with our neighbouring boroughs; this does not preclude us from having to meet our statutory obligations. The department has 200 statutory duties in education and over 100 statutory duties in children and adult social care.

Across the full spectrum of children and adults social care work, risk assessment and risk management forms a crucial part of their day to day work, managing high risk situations on a daily basis. Escalation policies are in place for all multi-agency partners to ensure issues can be raised if concerns are held.

- **PE002 – Failure to deliver expansion of Sir John Cass Foundation Primary School in September 2016** (Current Risk Rating: Red)

Members will be aware of the issues regarding this project. Additional efforts are being made to try and ensure that the expansion will be achieved.

9. The Community and Children's Services departmental risk register summary attached as Appendix 1 to this report, includes 1 RED risk, 2 AMBER risks and 2 GREEN risks: A number of actions are linked to each risk to mitigate or control the risk

- **CR17 -Safeguarding:** Risk of failure of the City of London's safeguarding policies and procedures leading to possible harm to an adult at risk or a child. (Corporate Risk CR 17) Current risk rating Amber.
- **DCCS PE002 – Failure to deliver expansion of Sir John Cass Foundation Primary School:** to a two form entry from September 2016. Current risk rating red.
- **DCCS 001 - Emergency response:** DCCS is unable to respond to protest, occupation, terrorist attack or other large scale emergencies and deliver effective humanitarian assistance within the City boundary due to insufficient plans and capacity. Current risk rating amber.
- **DCCS HS001 - Health and safety:** Major failure to follow processes and procedures resulting in a fatality in an area managed by the department including housing estates based outside the City. Current risk rating green
- **DCCS CP001 - Financial:** Budget restraints may affect the department's ability to achieve objectives, which may have a direct impact on our service users and that audit recommendations are not effectively implemented. Current risk rating green

### **Conclusion**

10. Members are asked to note that risk management processes within the Community and Children's Services department adhere to the requirements of the Corporate Risk Management Framework. Risks identified within the operational and strategic

responsibilities of the Community and Children's Services Department are proactively managed.

## **Appendices**

- Appendix 1 – Community and Children's Services Department Risk Register Summary

## **Background Papers**

Risk Management Strategy May 2013

**Sharon McLaughlin**  
Business Support Manager

T: 020 7332 3498

E: [Sharon.mclaughlin@cityoflondon.gov.uk](mailto:Sharon.mclaughlin@cityoflondon.gov.uk)