

Risk Register and Action Plan for: Fire Safety Steering Group						
Date produced: August 2020						
Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1.	Resident refusal to undertake essential fire safety works i.e. sprinkler installation	Robust communication and engagement process designed to alleviate resident concerns and encourage them to accept sprinkler systems.	Medium	Significant	High	Consultation with residents by Contractor TLOs. Working with WMFS to contact refusals and encourage sprinkler installations. Process to install any refusals on void
2.	Capital Investment and Repairs staffing resources reduced	It is vital that the Capital Investment and Repairs service restructure reflects the need for growth brought about with the increased requirements for Fire Risk safety management of our High/Low Rise residential buildings as a result of the Dame Judith Hackitt review.	High	Significant	High	A business case has been created to procure resources. This has been presented to DMT, Finance, HR & Service Modernisation.
3.	Judith Hackitt Review/ Government Policy recommendations not being implemented	Capital Investment and Repairs service has a dedicated fire safety steering group and project plan that is implementing any recommendations to ensure the continued fire safety risk management of our high and low rise residential buildings.	Low	Low	High	Project plan is in place and monthly meetings are held. We engage with critical friends as required (WMFS, Acivico)
4.	Housing White Paper recommendations not being implemented	Capital Investment and Repairs service Fire Safety Steering Group (FSSG) has a dedicated project group looking at relevant sections of the Housing White Paper. Actions are held on the FSSG project plan	Low	Low	High	Working group has been created as part of FSSG to work through any issues identified

APPENDIX 2

5.	Failure to undertake Fire Risk Assessments (FRAs) and action works identified	FRA programmes are monitored weekly and monthly via compliance reports. Capital Investment and Repairs service monitor actions and audit works carried out.	Low	Low	High	
6.	Telecomms - prevention of third party breaching firestopping	The risk of compartmentation breaches from third parties breaching fire stopping is mitigated by annual Fire Risk Assessments (FRAs) and Daily Block Inspections (DBIs).	Medium	Low	High	A risk assessment by the utility providers after work at all HRRBs (the view is the utility providers will develop a portal to notify us of them carrying out any work to our stock).
7.	Lack of resource pool for BSM/BSO resulting in positions not being filled	Developing training to upskill available resources.	Medium	Significant	Medium	Awaiting outcome of JEQ
8	Failure to carry installation of Q Mark Fire Door Replacement to all flat entrance doors	Q Mark Fire Door installation programme has started with budget identified for a 5 to 10 year programme.	Low	Significant	Medium	
Measures of likelihood/ Impact:						
Description	Likelihood Description	Impact Description				
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long term recovery period.				
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.				
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.				
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.				