

## Appendix 3: Business Development – Risk Mitigation Plan

		Assigned to: Head of Communities				
Risk Reference	1	Risk Event / Circumstances:	Death / serious harm to a vulnerable person receiving a council service			
Status:		Progress (%):		Risk Target - Achieved Date:		
Actions required	Evidence of completion / Method of Implementation	Implementing Officer	Completion Target	Barriers to completion ('depends on' or other)	Cost of Mitigation and resources required / Cost of Impacts	Achieved date
An identified Corporate Lead (Head of Service) with a Portfolio Holder lead		Community Safety Manager				
An identified Team responsible for Safeguarding (Safer & Stronger) with responsibility embedded into Team Leader role and an officer (Child & Adults at Risk Officer)		Community Safety Manager				
An agreed Safeguarding Policy refreshed as required with delegation to Strategic Director of Place for updates		Community Safety Manager				
An identified group of Designated Safeguarding Officers (DSOs) in most service areas		Community Safety Manager				
A programme of regular DSO meetings which consider training, best practice and case issues		Community Safety Manager				
An annual training programme to ensure new DSO's are well informed and trained		Community Safety Manager				
A quarterly senior management review of all cases to check progress/close cases		Community Safety Manager				

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<b>Actions required</b>	<b>Evidence of completion / Method of Implementation</b>	<b>Implementing Officer</b>	<b>Completion Target</b>	<b>Barriers to completion</b> (‘depends on’ or other)	<b>Cost of Mitigation and resources required / Cost of Impacts</b>	<b>Achieved date</b>
A quarterly briefing with the Chief Executive, a 6 monthly report to CLT and an annual report to Cabinet		Community Safety Manager				
Annual report is to review previous year and endorse an action plan for the year ahead		Community Safety Manager				
<b>Baseline Risk Score:</b> 16	<b>Current Risk Score:</b> 8			<b>Target Risk Score:</b>		
<b><u>Amendments</u></b> (Or reasons for action not being achieved).						
<b><u>Notes and History</u></b> (Comments & status update).						