

HALTON SEND STRATEGIC IMPROVEMENT BOARD RISK REGISTER JUNE 2024

Likelihood	Very Likely	5	5 Low	10 Moderate	15 Moderate	20 High	25 High
	Likely	4	4 Low	8 Moderate	12 Moderate	16 High	20 High
	Possible	3	3 Low	6 Low	9 Moderate	12 Moderate	15 Moderate
	Unlikely	2	2 Low	4 Low	6 Low	8 Moderate	10 Moderate
	Very Unlikely	1	1 Low	2 Low	3 Low	4 Low	5 Low
Risk Rating matrix			1	2	3	4	5
		Minor	Moderate	Significant	Serious	Major	
Impact							

KEY

	Action Complete
	On track no issues
	On track some delays
	Not started

Ref	Risk Opened	Priority Area	Description of Risk	Strategic SEND Lead	Current Controls	Key to risk score: L = Likelihood (1 low – 5 high) I = Impact (1 low – 5 catastrophic) R = Risk Score (LIKELIHOOD X IMPACT)			Management actions to mitigate the risk				SRO Risk Owner	Last Updated	Update			
						Current	Current	Current	Target	Target	Target							
						Impact	Likelihood	Risk	Impact	Likelihood	Risk							
Rating	Rating	Score	Rating	Rating	Score													
1	01/03/24	PAP 1	Failure to have an Integrated SEND Performance and Business intelligence Dashboard in place demonstrates the inability of Senior Leaders to assess delivery of strategic vision, objectives and outcomes for children and young people.	Zoe Fearon and Denise Roberts	1. Working Group established 2. Meetings diarised 3. Long list KPIs being explored 4. Separate SRO identified	4	4	16	Action to be taken	Lead	Due Date	RAG Status	4	1	4	SRO: Michelle Creed	05/01/24	Long list of KPIs developed and liaison with SROs underway to establish final list to be used.  Draft dashboard in development awaiting final KPIs
2									Action to be taken	Lead	Due Date	RAG Status						

	06/05/24	<b>PAP 1</b>	Timescales are now short to have an AP Strategy drafted, approved by the Board and in place for implementation for September 2024. Failure to progress at pace could result in no AP Strategy in place for September 2024, potentially leaving some children and young people vulnerable to potentially avoidable suspensions or permanent exclusion.	Charlotte Finch	1. DCS agreement to commission external consultant to undertake at pace review of AP and draft an AP Strategy	3	3	9	1 Commission ed officer to be appointed and commence review of AP and draft AP strategy	Charlotte Finch	30/6/2024		2	3	6	SRO: MW Risk Owner: CF	06/05/24	
<b>3</b>									<b>Action to be taken</b>	<b>Lead</b>	<b>Due Date</b>	<b>RAG Status</b>						
		<b>PAP 4</b>	General capacity creating some delay in time scales.	Charlotte Finch	Send Programme Lead interviews 06.06.24. SEND PMO to be evaluated and advertised. all will add capacity. Data officer now in post	3	3	9	Appoint SEND Programme Lead	Charlotte Finch			2	3	6	SRO:CF Risk Owner:CF	06/06/24	<b>Interviews held on day of writing for SEND Programme Lead, update on appointment to be given verbally at Strategic Partnership</b>
									Appoint PMO	Charlotte Finch			2	3	6			
<b>4</b>									<b>Action to be taken</b>	<b>Lead</b>	<b>Due Date</b>	<b>RAG Status</b>						
	06/05/24	<b>PAP 2</b>	Some slippage due to ILACS review	M Stapleton-Chambers	<b>Priority now given of upcoming agendas for various meetings</b>	3	3	9	Ensure items are on upcoming agendas as priority	M Stapleton-Chambers			4	1	4	SRO : M Stapleton-Chambers	05/06/24	
<b>5</b>									<b>Action to be taken</b>	<b>Lead</b>	<b>Due Date</b>	<b>RAG Status</b>						