

Risk Log

Project:	SEN Capital Projects
Project Manager:	Martin Surtees / Lucy Wade

ID	Date Raised	Type	Description & Consequences <u>There is a risk that.....</u>	Owner	Level	Workstream	PRE Mitigation Ranking			Mitigation		POST Mitigation Ranking			Last Reviewed Date	Status	
							Current Controls	Likelihood	Impact	Score	Mitigation(s) with action by dates	Date Actioned	Likelihood	Impact			Score
12	14-Sep-22	Service Delivery	School is out of operation and there is discontinuity in their education provision in the interim.	Andrew Dixon	Organisational	Welburn Hall	Any buildings failure will trigger emergency assessment.	Low	High	3	Project Team are keeping contingency planning arrangements under review.		Low	Medium	2	30-Nov-22	Open
13	14-Sep-22	Financial	Cost and timescales are significantly higher than estimated.	Howard Emmett	Directorate	Welburn Hall	Feasibility study will be updated and reviewed on a regular basis.	Medium	High	6	Costs are being planned and investigated fully.		Low	High	3	30-Nov-22	Open
14	14-Sep-22	Reputation	School experiences loss of pupil numbers.	Jane Le Sage	Directorate	Welburn Hall	Ensuring SEN Teams and School leadership are clear on the ongoing need for day provision.	Medium	High	6	Ensuring that all parents of current and potential pupils have clarity on the development status of the project.		Low	High	3	30-Nov-22	Open
15	14-Sep-22	Reputation	School experiences difficulties in relation to the recruitment and retention of staff.	Jane Le Sage	Directorate	Welburn Hall	Ensuring there is a clear communications plan.	Low	High	3	Ensuring that there is effective communications from the local authority with the school community.		Low	High	3	30-Nov-22	Open
16	14-Sep-22	Service Delivery	Ensuring that there is appropriate continuity in placement arrangements for pupils displaced from residential provision in the House, and that these alternatives are recognised by families as being appropriate.	Jane Le Sage	Directorate	Welburn Hall	SEN Casework team evaluating options for different scenarios.	Low	High	3	The Inclusion Team will work collaboratively with the school to support families and young people to find suitable alternatives.		Low	High	3	30-Nov-22	Open
17	14-Sep-22	Financial	Resourcing the project significantly inhibits SEN Capital Programme and/or school condition work.	Howard Emmett	Directorate	Welburn Hall	Reviewing the scope of what projects and capacity can be delivered within the SEND Programme.	Medium	High	6	Working to present the case for additional SEN Capital resources to the DfE.		Medium	Medium	4	30-Nov-22	Open
19	26-Sep-22	Resources	The scale of the transitional work programme creates challenges for the leadership capacity of what is a small/ medium sized special school.	Martin Surtees	Directorate	Welburn Hall	Discussion with HR, Headteacher and School Improvement Team to determine the structure required.	Medium	Medium	4	Local authority representatives working collaboratively with the School Leadership to support them in developing alternative affordable arrangements.		Low	Low	1	30-Nov-22	Open
21	04-Nov-22	Reputation	The longer-term solutions to continuing provision at Welburn Hall may not be compatible / consistent with pausing residential provision for two academic years, leading to a need for a further round of public consultation. There is a risk of adverse reputational outcome if this happens.	Jane Le Sage	Directorate	Welburn Hall	Planning in place to carry out a public consultation for pausing residential provision for 2 years.	Low	Low	1	Recognised need to update stakeholders through the early part of 2023 as to potential longer-term solutions.		Low	Low	3	30-Nov-22	Open