NHS LANARKSHIRE CORPORATE RISK REGISTER MARCH 2020

Risk Register Lead: H Knox, Interim Chief Executive

Risk level Opened | Corporate Title **Description of Risk** Risk level **Mitigating Controls** Risk level Review Risk Assurance (initial) (current) (Target) Date Objective Date Owner sources 1450 14/11/2016 Safe Ability to maintain existing GM There is an increasing risk that there is insufficient GP Controls □ Medium 31/03/2020 H Knox Population Services across NHS Lanarkshire capacity to enable sustainable delivery of general medical 1. GMS sustainability group in place to highlight and enact Health & practice across NHSL, resulting from a range of changes potential solutions Primary Care including a change in portfolio career arrangements, age 2. Progression of the Primary Care Improvement Plan with Committee profile of the existing workforce, increased part time working workload moving from GP through a Memorandum of and less medical students choosing GP practice as a career. Understanding and continuous tests of change modelling □ In addition, to these changes, there is a limit to the hours 3. Review of GP Leased Premises to reduce burden on GP's senior doctors are willing to work. For NHSL, this has already now going through the national process resulted in a number of practices 'closing their list' which has 4. Work with NES to optimise the equity in GP trainee consequences for other neighbouring practices, with some allocation□ 5. Support packages offered to practices in difficulty□ practices alerting NHSL to say they believe their ongoing sustainability as a practice is in serious doubt. Actions□ Many of the staff who may be identified as potentially offering 1. Roll out of the community information system (MORSE) over 2020/21 effective from 1st April 2020 □ support to cover GP vacancies are also in short supply, e.g. Advanced Nurse Practitioners. 2. Consideration to a future NHSL model for invoking 2C eq. locality or central management model in response to any practice contract being returned to the Board□ 3. Refresh of the GMS Sustainability Strategy June 2020 □ 1587 13/12/2017 Safe 31/03/2020 V DeSouza Sustainability of the 2 Site Model There is a risk that the 2 site model of delivery of an Out of 1. Rates of Pay have been maintained at summer rates until Medium Population for OOH Service Hours (OOH) service cannot be sustained resulting from end of Sept 2019. □ Health & national and local disengagement of salaried and sessional 2. BCP in place and work is currently underway to develop an Primary Care GMPs, and recently the nursing workforce, resulting in the escalation plan for any redirection to A&E. Committee potential to adversely impact on patient care, partner services 3. OOH report on anticipated weekend activity and staffing at including A&E, the national performance targets and the CMT weekly. Exception report against this will also be put in place. reputation of the partner agencies. 4. Workforce action plan in place - linked to GMS sustainability. Senior Management and team are continuing to work on securing sufficient staff/reconfigure jobs to maximise the workforce coverage. 5. Regular reporting mechanism for North and South IJBs. 6. OOH performance reporting will be a standing item on the performance and audit sub committee. 7. There is a weekly update meeting on the OOH risk register and action plan which includes operational managers and professional leads. 8. There is work ongoing with NHS 24 to review processes and procedures in relation to triage. 9. Workforce Planning with a focus on securing sufficient staff/reconfigure jobs to maximise the workforce cover.

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Opened | Corporate Title **Description of Risk** Risk level **Mitigating Controls** Risk level Risk level Review Risk **Assurance** (initial) (current) (Target) Date Objective Date Owner sources 1611 30/04/2018 Safe Unscheduled Care Performance There is a risk that NHSL will not meet and sustain the agreed High 1.Unscheduled care plan developed against 6 key essentials ery High Medium 31/03/2020 J Park Planning, locally adjusted unscheduled care performance targets as approved through the Joint Unscheduled Care / Delayed Performance & profiled for the year 19/20, with the potential to adversely Discharge Improvement Board. Resource impact on patient experience and the reputation of NHSL. 2. Site specific action plans written, approved and Committee 3. Service improvement support for unscheduled care deployed to all 3 sites□ 4. Fortnightly performance calls with sites below 92% as part of overall internal monitoring. 5.On-going dialogue at senior level with Health & Social Care Partnerships aimed at tackling delayed discharge through the joint Unscheduled Care / Delayed Discharge Improvement Board.□ 6.Implementation of the REACT and same day admission across all 3 sites.□ 7.24/48 hour business continuity arrangements in place for each site and Board wide escalation in place, with testing of BCP's, including winter planning 8.Improvement Teams on site with new Programme Manager for Unscheduled Care 9.Daily site huddles on all 3 sites supported by duty managers□ 10.MINTS/MAJOR nursing to support middle grade medical 11.Short term sustainability recruitment action plan in place□ 12.Extended hours and range of Ambulatory Care on all sites 13.Integrated improvement plan for delayed discharge (Risk ID 1379) will have an impact on the performance for this risk. 14. 'Pull' Model implemented to enable stable patients to move to nursing and residential care in times of crisis. 15.Capacity identified beyond winter surge beds on all 3 sites.□ 16. Two initiatives to maintain continuous flow: Pilot to move AWI patients from Acute to Nursing Home where appropriate and increased on-site presence of H&SCP staff at weekends□ 17. Discharge to Assess Model in North□ 18. Investment in REACT room with triaging by Medical Consultants 19. Additional staffing for Flow □ 20. Overnight additional ED staffing being tested 21. Implementation of Significant Incident Protocol. 1815 14/08/2019 Effective Ability of NHS Lanarkshire to There is a significant risk that NHS Lanarkshire will be unable 31/03/2020 Planning, 1. Early Identification of Savings Programme ☐ Medium L Ace realise the required savings within to realise the required savings for year 2020/21and deliver a 2. Set-up of Programme Management Office with Programme Performance & year 2020/21 and deliver a balanced budget. Lead & Project Plan□ Resource balanced budget 3. Dedicated CMT Financial Meetings Committee 4. Intelligence gathering and scenario planning

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ID	Opened Date	Corporate Objective	Title	Description of Risk	Risk level (initial)	Mitigating Controls	Risk level (current)	Risk level (Target)	Review Date	Risk Owner	Assurance sources
1832	11/11/2019	Safe	Clinical Workforce	There is a risk that NHSL will not be able to continue to provide clinical services required because of the availability, recruitment and retention of clinical staff to comply with the Health & Care (Staffing) (Scotland) Bill with the potential to result in adverse impact on the continuity of the delivery of safe and consistent care.	High	1. Achieving Excellence Strategy supported by clinical strategy and commissioning plans with associated workforce plans □ 2. Workload and workforce planning undertaken using national tools, on a cyclical basis with nursing and midwifery undertaken annually □ 3. Annual Board Workforce Plan □ 4. Preparedness for National Safe Staffing Legislation through risk based workforce planning, including clinical specialties, reporting to operational management teams, CMT and the Board of NHS Lanarkshire □ 5. GP sustainability action plan in place through the Primary Care Implementation Plan □ 6. Implementation of a recruitment and marketing strategy aligned to workforce planning and student nurse / AHP graduation periods for cohort recruitment (oversupply that reduces use of bank) □ 7. Negotiations with UWS, GCU & QMU regarding increase of intake of NMAHP's per annum, and immediate recruitment with NHSL □ 8. National and International Recruitment, including the International Medical Training Initiative (MTI), to recruit middle grade doctors from overseas and the clinical development Fellows through Medical Education. □ 9. HR oversight and intensive support in managing sickness / absence with improved return to work planning □ 10. Review and monitoring of site deployment of supplementary staffing, through Bankaide, across all care settings □ 11. Workforce dashboard continuously monitored and acted on □ Actions □ 1. New Head of Workforce to take up post in March 2020 □ 2. Set up Healthcare Staffing Oversight Board (no later than June 2020)		Medium	29/05/2020		Staff Governance Committee

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ID	Opened Date	Corporate Objective	Title	Description of Risk	Risk level (initial)	Mitigating Controls	Risk level (current)	Risk level (Target)	Review Date	Risk Owner	Assurance sources
1379	14/12/2015	Effective	Delayed Discharge Performance and Impact	There is a collective risk that NHSL will not achieve the expected national performance for delayed discharges, resulting from a range of issues, including the undertaking of Community Care Assessments, provision of homecare packages, care home placements, AWI and internal hospital issues eg pharmacy delays. This has the potential to adversely impact on patient outcomes, loss of acute beds, waiting times, treatment time guarantee, hospital flow and reputation of the service providers.	High	CMT have continuous oversight of performance, reasons for delays and discuss action Pan-Lanarkshire Unscheduled Care and Discharge Group Read of the second of transfer of AWI patients from Acute to Nursing Home where appropriate in the early stages of the AWI process to free up capacity of acute beds has commenced effective from early February 2019. Son-site presence of H&SCP staff at weekends to support continuous flow at discharge Minter plan for 2019/2020 is based on a whole system basis Scottish Government review of North & South H&SCP discharge processes completed in November 2019 and report on findings awaited for consideration and action.	High	Medium	29/05/2020	H Knox	Population Health & Primary Care Committee
285	01/04/2008	Effective	Standing risk that external factors may adversely affect NHSL financial balance	There is a risk that external factors may adversely influence NHSL's ability to sustain recurring financial balance (eg superannuation and national insurance and other legislative changes and pay awards), but increasingly new high cost drugs will require to be managed on a rolling basis through horizon scanning.	High	Regular Horizon Scanning□ Financial Planning & Financial Management□ Routine Engagement with external parties:□ Regional planning□ Scottish Government□ Networking with other Health Boards□ Re-assessment of key risk areas e.g. drugs, superannuation modelling and boundary flow costs.□ □	High	Medium	29/05/2020	L Ace	Planning, Performance & Resource Committee

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623	01/06/2009	Effective	Failure to prevent or contain communicable diseases	There is a risk that NHSL is unable to prevent or contain infectious disease in the community at large, at institutional level (hospital, care home, etc) and in vulnerable groups, in particular responding to the current WHO declaration of international concern of the Novel coronavirus (Covid-19) This has the potential to result in increased morbidity and mortality in the population; disruption to the delivery of health & social care and a potential to adversely impact on front line staff.	High	General □ 1. Continuous increased surveillance (early warning HP Zone) and weekly 'huddle'□ 2. Prevention and control; implementation of transmission- based precautions; training; infection control collaborative working□ 3. Overview of immunisation/vaccination Programme and continuing to implement expanded immunisation programmes with adequate coverage attained.□ 4. Full implementation of the Scottish Hepatitis C Action Plan in Lanarkshire□ 5. Business Continuity Planning for health protection.□ 6. Major Emergency Plan: Lanarkshire Resilience Group, Evaluation and review of the Plan on an annual basis (or more frequently if required and the standards and monitoring in place with external scrutiny by Health Improvement Scotland (HIS) and the WoS RRP.□ 7. Joint Health Protection Plan.□ 8. Revised NHSL Pandemic Influenza Plan to reflect UK & Scottish Guidance and Scottish Pandemic Flu Exercise: Silver Swan.□ 9. Vire across departments effective admin support for the public health function.□ 10. HP Zone - information management system for communicable disease□ 11. Winter Plan 2019/ 2020□ □ Specific to the Novel coronavirus (Covid-19)□ 1. Enhanced surveillance, communication and direction through HPS □ 2. Distribution of current HPS guidance on home isolation and diagnostic testing□ 3. Assessed state of preparedness for NHSL in responding to positive cases, including primary & secondary care treatment, quarantine, tracing of contacts, front line staff welfare and adequacy of equipment/supplies through business continuity planning□ 4. Specific risk register assessed through public health□	High	Low	29/05/2020	G Docherty	Population Health & Primary Care Committee

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Opened | Corporate Title **Description of Risk** Risk level **Mitigating Controls** Risk level Risk level Review Risk **Assurance** (initial) (current) (Target) Date Objective Date Owner sources 1669 16/08/2018 Effective Compliance with Data Protection There is a risk that NHSL is not working in compliance with the 1. Extensive range of Information Security policies and High Medium 29/05/2020 D Wilson Healthcare Legislation data protection legislation, including General Data Protection procedures □ Quality Regulations (GDPR) and Data Protection Act 2018 2. Established governance arrangements for the management Assurance & (DPA2018), resulting from human error; lack of understanding; of Information Governance□ Improvement 3. Appointment of key roles including; Caldicott Guardian, Data ineffective practice and process with the potential to adversely Committee Protection Officer, Senior Information Risk Owner and Chair of impact on the reputation of NHSL and incur significant financial IG Committee (Associate Medical Director)□ 4. Established an Information Governance Team with 3 new IG Support roles. In April 2019 a further two IG roles have been approved to provide support for General Practice. 5. The GDPR Programme has been completed. All outstanding actions have been formally passed on to respective owners and will be governed via the IG Committee. □ 6. Communication plan in place to ensure key message. 7. Training - Learnpro modules on information security have been developed progress is being monitored by GDPR Programme Board - reporting to IG Committee. 8. Internal Audit have completed a Review of Information Assurance 2018/2019 - (L25 - 19) which provides substantial assurance that objectives are being achieved. There were 7 findings which will be fully addressed. 9. IG Breach incident recording and reporting through IG Committee. □ Action□ 1. Development and Implementation of an IG Dashboard almost complete (now March 2020)□ 2. Testing of dashboard at the next IG Committee

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1703	18/10/2018	Safe	Safe and Effective Decontamination of Casualties Exposed to Chemical, Biological or Radiological Substances.	There is a risk that NHSL cannot fully respond to the safe and effective management of self-presenting casualties contaminated with chemical, biological or radiological substances as there is insufficiency in trained staff with supporting systems to safely deploy, resulting in the potential for an adverse impact on staff, person(s)affected and potentially business continuity.	High	1.Scottish Government Strategic Resilience Direction / Guidance□ 2.Designated Executive Lead□ 3.NHSL Resilience Committee □ 4.Local Business Continuity Plans□ 5.Local Emergency Response Plan□ 6.Currently undertaking a Gap Analysis to set out action plan(s) and solutions □ 7. Seek national support for these low frequency high impact potential situations□ 8. Major Incident Plan has dedicated section on 'Deliberate Release of Chemical, Biological or Radioactive Materials' with guiding principles□ 9. Development of this section within the Major Incident Plan on Decontamination of Persons at Hospital Sites, noting there is no specific national guidelines □ 10. Planned risk based approach is being considered at hospital sites in consultation with relevant site staff to build capability and capacity should this low frequency high impact risk situation occur.□ Action□ 1. Development, implementation and monitoring of a full Standard Operating Procedure for Decontamination.	High	Low	29/05/2020	G Docherty	Population Health & Primary Care Committee
1724	10/12/2018	Effective	Delay in Progressing the Monklands Replacement Project	There is a risk that the delay in progressing the Monklands Replacement will adversely impact on the Board's delivery of strategic change outlined in 'Achieving Excellence'. The poor fabric of the building and the ever deteriorating plumbing & fire evacuation challenges continue to be well documented and escalated to Scottish Government.	High	1.Monklands Replacement Programme Board as a sub Committee of the Board of NHS Lanarkshire to have continuous oversight of the progression of the replacement of the University Hospital Monklands. 2. Implementation plan of the recommendations from the Independent Review 3. Use of independent external surveyors to view sites 4. Continuous oversight of the Monklands business continuity risk register including remedial work Action 1. Communication, Engagement and Scoring scheduled to be completed by end of summer 2020	High	Medium	29/05/2020	H Knox	Planning, Performance & Resource Committee
1728	07/02/2019	Effective	Four Seasons Health Group	There is a risk that contracted NHS beds and out of area placements could be lost because of the Four Seasons Healthcare Group's current financial challenges, leading to the loss of capacity of care of the elderly and mental health continuing care capacity and an immediate need to transition current patients to alternative provision.	High	Discussions with the group being led nationally by SG, COSLA and Care Inspectorate Defence and Care Inspectorate Defence and Care Inspectorate Defence and Care Inspectorate with a NHSL representative Defence and undertaking service user reviews to further monitor maintenance of quality provision Defence and no management changes at either home at present time Defence and Care Inspectorate grading's across both facilities and no management changes at either home at present time Defence and Care Inspectorate Grading's across both facilities and no management changes at either home at present time Defence and Care Inspectorate Grading's across both facilities and no management changes at either home at present time Contingency Plan for relocation	Medium	Medium	31/08/2020	R McGuffie	Planning, Performance & Resource Committee

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1749	01/05/2019	Effective	Plan (AOP) for year 2019/2020	There is a risk that without SG agreement of local targets, overall delivery of the Annual Operational Plan (AOP) for the year 2019-2020 will not be fully realised because of the continuous challenges of the necessary cash releasing efficiency schemes and the range of waiting times targets that are increasingly difficult to meet. This could result in decreased capacity and potential for failure to meet some of the AOP standards and targets.	Medium	1 Capacity plans for all access targets □ 2 CRES programme with all schemes having service impact risk assessed □ 3 Continuous oversight of the integrated corporate performance framework for Scottish Government and local targets, through completed anticipated trajectory summary for each quarter and year end through quarterly CE performance review □ 4 Periodic reporting to CMT □ 5 Periodic reporting through the governance structure	Medium	Medium	30/06/2020	C Lauder	Planning, Performance & Resource Committee
1800	01/08/2019	Effective	Effective Engagement with Internal and External Stakeholders	There is a risk that NHSL fails to optimise engagement with internal and external stakeholders in the pursuit of its objectives, with the potential for adverse reputation and delay in progressing strategic objectives.	Medium	Control 1. Application of Chief Executive Letter CEL (2010) 4 Action 1. Develop a single joint NHSL Communication & Engagement Strategy for Board approval March 2020 2. Implement & Monitor the approved Strategy	Medium	Low	31/08/2020	C Brown	Planning, Performance & Resource Committee
1710	15/11/2018	Safe	Public Protection	There is a risk that NHSL will fail to identify harm to any vulnerable person, child or adult, or prevent harm to others resulting from the complexities of opportunity with the potential for harm to occur, impacting adversely on the reputation of NHSL.	Medium	New service model fully implemented for a Public Protection Team with new infrastructure, effective from January 2020. NHSL Public Protection Group with objectives reporting through HQAIC, with oversight of training, referrals □ 3. A range of NHSL Policies and Procedures for Child Protection, Adult Protection, MAPPA, EVA aligned to national Guidelines, including reporting, recording, investigation of adverse events and compliance with national standards and benchmarking for child protection, including annual self-evaluation. 4. National, Regional and Local Multi-Agency Committees with Chief Officers, for Child Protection, Adult Protection, MAPPA and EVA public protection issues. 5. Designated Child Health Commissioner□ 6. Public Protection Strategic Enhancement Plan revised anually and overseen through the Public Protection Forum□	Medium	Low	31/08/2020	I Barkby	Healthcare Quality Assurance & Improvement Committee

NHS LANARKSHIRE CORPORATE RISK REGISTER MARCH 2020

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Appendix 2

ID	-	Corporate Objective	Description of Risk	Risk level (initial)	Mitigating Controls	Risk level (current)	Risk level (Target)	Review Date	Risk Owner	Assurance sources
1684	06/09/2018	Safe	There is a risk that in the absence of relevant data sets, including failure to escalate, there will be limited professional (NMAHP) assurance with the potential to adversely impact on safe delivery of care and the reputation of NHSL.	High	Continuance with the developments set out through the NMAHP Strategic Leaders Summit□ Improved Professional Governance Infrastructure eg NMAHP PGG □ Reporting and ensuring visibility of NMAHP professional contribution to good corporate governance□ Development and implementation of a mechanism for articulating levels of assurance and data sets required, adopted categories as used by internal audit.□ S. Workforce Governance Gap Analysis for minimum dataset□ NMAHP Professional Governance Group to have oversight of all initiatives, set out in a dedicated PID template highlighting areas of change, reason, expected outcomes, value for money□ Action:□ 1. Development and implementation of a Professional escalation process□	Medium	Low	31/08/2020	I Barkby	Healthcare Quality Assurance & Improvement Committee

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1364	09/11/2015	Safe	Risk of cyber attack in respect of stored NHSL data	There is an ongoing risk of malicious intrusion into data stored on NHSL digital systems resulting from inherent IT vulnerabilities that could be exploited to cause maximum disruption and/or theft of data, with the potential for NHSL to have significant service disruption and impact adversely on the organisational reputation.		1.Implementation of Software Patches to address known vulnerabilities as part of an overall action plan, moving towards a centralised patching solution for NHS Scotland 2. Anti-virus has been successfully deployed across our Infrastructure. All of the advanced features have been enabled in areas with the exception of General Practice where the product is configured in standard mode. Our security provider has confirmed that the features enabled across our estate would prevent a Cyber Attack which we experienced in May and August 2017. This work is complete. We will continue to undertake monthly reviews with our security provider to ensure the products are fine tuned and our staff are fully trained. 3. The firewall changes at UHH were implemented week ending 27th of April. Changes at UHH have passed local change control and are now scheduled for 29th of May. 4. eHealth have recently completed the Pre-assessment exercise for Cyber Essentials Plus Accreditation and are in the process of developing a detailed action plan based on the highlighted outcomes. This work will then be allocated to individuals within eHealth and progress against actions formally tracked. 5. Development of a local action plan to address the findings and recommendations recorded through the completed Significant Adverse Event Review (SAER), approve action plan through CMT and implementation overseen through the eHealth Executive Group 6. Alignment of action plans from all the identified controls with risk assessment through the national cyber resilience framework and current workstreams. Actions 1. Awaiting audit by competent authority for NIS 2. software in support of current standards eg patching to be deployed by July 2020 3. Penetration testing with third party specialist contract to be awarded in July 2020	Medium	Low	31/08/2020	D Wilson	Healthcare Quality Assurance & Improvement Committee
286	01/04/2008	Effective	Adequacy of capital & recurring investment for Monklands	There is a risk that the level of capital and non-recurring investment set aside for Monklands Hospital will not be sufficient as □ a) Monklands is an ageing property / facility□ b)Development of the clinical strategy for future services requires extensive financial capital not yet quantified.	High	1. Detailed risk assessment of Monklands estate issues 2. Phased investment plan to ensure highest risks and greatest benefits addressed as a priority 3. Monklands Investment Programme Board established to oversee the process 4. Framework partner appointed to work through phases of estates work. 5. Progression of Monklands Hospital Replacement / Refurbishment Project, Initial Agreement (IA) approved through SG with agreement to move to Outline Business Case (OBC). 6. Monklands replacement was established as a Regional High Priority with a revised plan to the May NHSL Board.	Medium	Medium	31/08/2020	L Ace	Planning, Performance & Resource Committee

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