

<b>Committee:</b>	<b>Date:</b>
Board of Governors of the City of London School for Girls	11 March 2021
<b>Subject:</b> Risk Register 2020-21 for: The City of London School for Girls Bursary Fund incorporating The City of London School for Girls Scholarships and Prizes Fund	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	3, 4, 8
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>No</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>N/A</b>
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	<b>N/A</b>
<b>Report of:</b> The Chamberlain The Bursar of the City of London School for Girls	<b>For Decision</b>
<b>Report author:</b> James Hewett (Chamberlain's Department)	

### Summary

This report provides a key risks register at Appendix 2 for The City of London School for Girls Bursary Fund incorporating The City of London School for Girls Scholarships and Prizes Fund for review by Members on behalf of the trustee, the City of London Corporation. The purpose of the review is to ensure that existing risks are reconsidered, any new risks are identified and that appropriate measures are in place to mitigate those risks. This register has been prepared and scored using the City of London Corporation Risk Matrix at Appendix 1.

Currently, the risk register for the Bursary Fund contains eight risks, six of which have a green score and two a score of amber. Two risk scores have changed from last year and the scope of one risk has increased as set out in paragraph 7. There are no red risks and no new risks have been identified in the year.

### Recommendation

Members are asked to review and confirm that the risk register satisfactorily sets out the risks facing the charity and that appropriate measures are in place to mitigate those risks.

## **Main Report**

### **Background**

1. This report provides a key risks register for The City of London School for Girls Bursary Fund incorporating The City of London School for Girls Scholarships and Prizes Fund administered by the Board of Governors of the City of London School for Girls on behalf of the trustee (the City of London Corporation).
2. In accordance with the Charity Commission's Statement of Recommended Practice (SORP), Trustees are required to confirm in the charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks.
3. The Charities SORP requires that the register is reviewed annually to ensure that existing risks are reconsidered and any new risks are identified.

### **Review of Risks**

4. The method of assessing risk reflects the City of London's standard approach to risk assessment as set out in its Risk Management Strategy as approved by the Audit and Risk Management Committee. The City of London Corporation risk matrix, which explains how risks are assessed and scored, is attached at Appendix 1 of this report.
5. The risk register to be reviewed by the Board of Governors of the City of London School for Girls is set out in Appendix 2. The risk register is now recorded on the City's risk management system 'Pentana', and so it is now inline with the presentation of the other risk registers across the City. The risk register contains eight risks as summarised below:
  1. Risk of decline in the capital value of investments held in and the annual investment income derived from the City of London Charities Pool – overall risk score of amber (12);
  2. Funding from the City may reduce – overall risk score of amber (12);
  3. Lack of strategic direction and forward planning – overall risk score of green (4);
  4. Applicants do not disclose full details – overall risk score of green (3);
  5. Risk of losing staff with the knowledge of the bursary process – overall risk score of green (3).
  6. Conflict of interest – overall risk score of green (1);
  7. Insufficient beneficiaries that meet the objects of the trust – overall risk score of green (1); and
  8. Bursaries may be given for purposes not complying with charity's objectives – overall risk score of green (1).

#### **Mitigation of amber risks**

Risk 1 is mitigated through investments being managed by a professional fund manager, whose performance is monitored by the Chamberlain and Financial

Investment Board. All current measures are being taken and nothing further can be done (at this time) to mitigate the risk.

Risk 2 would be mitigated through trying to agree a phased approach to any reduction to ensure that replacement funds could be found from elsewhere.

6. Each risk in the register has been considered by the responsible officer within the Corporation who is referred to as the Risk Owner in the register.

#### 7. Risk changes

Risk 1 has been expanded to include the risk of a change in the value invested alongside the risk of a potential reduction in the annual investment income that is generated from funds invested within the charities pool.

Risk 2 has increased from an overall risk score of amber (8) to amber (12) due to a budget review currently being undertaken by the City.

Risk 7 has decreased from an overall risk score of green (4) to green (1), this is largely due to the effect the pandemic has had on increasing the potential number of bursary applicants.

### **Conclusion**

8. The various risks faced by the charity have been reviewed and Members are asked to confirm that the attached register satisfactorily sets out the key risks together with their potential impact and that appropriate measures are in place to mitigate the risks identified.

### **Appendices**

- Appendix 1 – City of London Corporation Risk Matrix
- Appendix 2 – Charity Risk Register for the The City of London School for Girls Bursary Fund incorporating The City of London School for Girls Scholarships and Prizes Fund

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