

Committee(s): Board of Governors of the City of London School	Date(s): 26 June 2013	Item no.
Subject: Risk Register 2013	Public	
Report of: The Headmaster	For Decision	
<p>Summary</p> <p>The School’s Risk Register has been updated in accordance with the City’s new Risk Management Framework and the current register is attached.</p> <p>The School does not currently have any “red risks” – i.e. risks that are unacceptable and which require immediate attention, constant monitoring and further mitigation. There are a total of 9 “amber risks” and 2 “green risks”. Robust mitigating controls are in place for all but one of these risks. In the other case mitigating controls have been identified and are in the process of being implemented.</p> <p>Recommendation</p> <p>Governors are asked to review and, if thought fit, approve the School’s current risk register.</p>		

Background

1. The School’s senior staff regularly review the various risks which the School faces and their potential consequences. They consider ways in which these risks can be mitigated and allocate responsibility for each of them to particular members of staff.
2. The School’s risk register was last reviewed and approved by the Board of Governors at their meeting on 19 June 2012.
3. Since the School’s Risk Register was last approved by the Board of Governors, the Audit and Risk Management Committee has agreed a revised format for tracking departmental risks. The School’s Risk Register has been converted into this format and the latest version is attached.

4. The risk assessment process combines an evaluation of impact and likelihood to generate a risk status of red (high), amber (medium) or green (low). The following principles are recommended in considering risks and their mitigating actions:
 - a) Red risks are unacceptable, requiring immediate attention, constant monitoring and further mitigation.
 - b) Amber risks require monitoring at least quarterly and consideration should be given to further mitigation
 - c) Green risks require less frequent monitoring, opportunities to improve efficiency through less stringent mitigating actions may be considered.

5. The new format introduces the following:
 - a) An assessment of both gross and net risk – i.e. the gross level of risk before any controls have been applied to mitigate the effect of the risk and the net risk once those controls have been introduced; and
 - b) A control evaluation to show the effect of the existing controls and planned actions. In this respect:
 - i) Red control evaluation means that existing controls are not satisfactory
 - ii) Amber control evaluation means that existing controls require improvement and/or mitigating controls have been identified but not yet fully implemented
 - iii) Green control evaluation means that robust mitigating controls are in place with positive assurance as to their effectiveness.

Overview of Current Risk Register

6. The current risk register contains no red risks, 9 amber risks and 2 green risks. All risks are monitored regularly with particular attention paid to the amber risks. The School believes that it has taken all practical steps to mitigate the possible adverse consequences of these risks.

7. Compared with the register approved by the Board of Governors on 19 June 2012 the main changes are:
 - i) **Risk 1 – crisis event.**
This has been down graded from amber to green risk. This is because no problems were incurred during last Summer's Olympics and no similar

major events are anticipated in the near future. Robust mitigating controls are in place in respect of this risk.

ii) **Risk 8 – inadequate resources and facilities.**

This has been upgraded from green to amber risk. This risk has been upgraded in the light of the City Corporation's establishment of an Education Working Party to review its Education portfolio and the possible implications for future school funding. The School will contribute constructively to this review mindful of its role in helping the City achieve both its strategic aims and key priorities. Robust mitigating controls are in place in respect of this risk.

iii) **Risk 10 – uncertainties regarding 13+ recruitment for September 2014 entry**

The School has followed its major competitors in making offers for entry at 13+ in September 2014 two years in advance of the actual entry date. This has been introduced as a green risk in view of the inevitable uncertainties regarding the level of take up in the first year of operation of this system. Robust mitigating controls are in place in respect of this risk.

iv) **Risk 11 – failure to maintain adequate maintenance and cleaning standards in the School because of corporate contracts**

This has been introduced as an amber risk. The School is providing constructive support to the Centralised Contract Administrators as they seek to improve maintenance and cleaning standards. An amber control evaluation has been applied as mitigating controls have been identified but not yet fully implemented.

v) **Deleted risks – (i) industrial action interfering with the smooth running of the School and (ii) failure to develop external communications including with feeder schools.**

These risks have both been deleted as the probability of either them occurring is very remote at present.

Conclusion

8. The School does not currently have any "red risks". There are a total of 9 "amber risks" and 2 "green risks". Robust mitigating controls are in place for all but one of these risks. In the other case mitigating controls have been identified and are in the process of being implemented.

Contact

Phillip Everett

Director of Finance

City of London School

Tel 020 7489 4704

pje@clsb.org.uk