

|   |                                    |                 |
|---|------------------------------------|-----------------|
| <b>Committee(s): Board of Governors of the City of London School</b>  | <b>Date(s):<br/>6 October 2014</b> | <b>Item no.</b> |
| <b>Subject: Risk Register</b>   | <b>Public</b>                      |                 |
| <b>Report of: The Head</b>  | <b>For Decision</b>                |                 |
| <p><b>Summary</b></p> <p>The School’s Risk Register has been updated in accordance with the City’s 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 10 “amber risks” and 1 “green risks”. The main changes from the last risk register which was approved by the Board of Governors on 26 June 2013 are:</p> <ul style="list-style-type: none"> <li>a) The risk arising from a “crisis event” has been upgraded from “green” to “amber” in the light of the current high security alert level; and</li> <li>b) A new risk of a “reduction in funding available in funding for bursaries and scholarships” has been introduced in the light of the current review being undertaken as part of the City’s Service Based Review.</li> </ul> <p>Robust mitigating controls are in place for both of the above and all other risks.</p> <p><b>Recommendation</b></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 26 June 2013. The Risk Register is in the same format as the one presented on that occasion.
3. 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 apply in considering risks and their mitigating actions:
  - a) Red status risks are unacceptable, requiring immediate attention, constant monitoring and further mitigation.
  - b) Amber status risks require monitoring at least quarterly and consideration should be given to further mitigation
  - c) Green status risks require less frequent monitoring, opportunities to improve efficiency through less stringent mitigating actions may be considered.
4. The risk direction indicates whether the risk status has:
  - a) Become more serious since the last register was produced (↑)
  - b) Remained the same (↔); or
  - c) Become less serious (↓)
5. A control evaluation is also included to show the effect of existing controls and planned actions:
  - a) Red control evaluation means that existing controls are not satisfactory
  - b) Amber control evaluation means that existing controls require improvement and/or mitigating controls have been identified but not yet fully implemented
  - c) 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, 10 amber risks and 1 green risk. 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 26 June 2013 the main changes are:

i) **Risk 1 – crisis event.**

This has been upgraded from green to amber risk status in the light of the current high security alert levels. Mitigating controls are in place in respect of this risk and the School is reviewing its plans for dealing with critical incidents to ensure that they are effective and appropriate.

ii) **Risk 10 – reduction in funding available for bursaries and scholarships.**

This risk has been added to the register. The City is reviewing its funding guidelines for its three independent schools as part of its Service Based Review and, in particular, is considering changes to the current funding which it provides for bursaries and scholarships at the School. The School considers that bursaries and scholarships are essential both to (i) attract very talented pupils in the highly competitive London Independent Boys School market and (ii) to fulfill its founding ethos. Robust mitigating controls are in place in respect of this risk – including the appointment of a Development Director and constructive engagement with the Service Based Review process. However, this has amber risk status due to its potential significant adverse effect on pupil recruitment.

iii) **Deleted risk – uncertainties regarding 13+ recruitment for September 2014 entry.**

This risk has been deleted as 13+ recruitment for September 2014 entry went well without acceptances being either too high or too low.

## **Conclusion**

8. The School does not currently have any “red risks”. There are a total of 10 “amber risks” and 1 “green risk”. Robust mitigating controls are in place for all of these risks.

## **Contact**

Phillip Everett  
Director of Finance  
City of London School  
Tel 020 7489 4704  
pje@clsb.org.uk

