

APPENDIX 5

RISK REGISTER

SCHOOL CONDITION ALLOCATION

Risk / opportunity information			Counter Measures		
No.	Description of Risk / Opportunity and Risk / Opportunity owner	Inherent Risk (Likelihood / Impact)	Description of current controls / mitigation in place and date when controls were last reviewed and reported upon	Residual Risk (Likelihood/ Impact)	Further controls proposed, and date for implementation
1	Young people unable to attend school due to closure as a result of asset failure. There is an on-going risk around backlog maintenance which may result in asset failure and school closure. Risk / Opportunity owner: Head of Education Infrastructure	Significant / High	Asset surveys undertaken, which inform prioritisation and maintenance planning The planned and dual funding programme for 2019-20 will help to reduce the risk of asset failure and school closure by addressing key condition priorities within the available funding. EdI team continue to respond to emergency failures and minimise disruption to learning by offering a rapid response to avoid prolonged school closures.	Medium / Medium	Asset surveys currently being undertaken by the EFA, which will inform future prioritisation and maintenance planning. Improved record keeping with Acivico when works are completed, including update of data held on the asset database – Technology Forge
2	Quantum of emergency unscheduled repairs exceeds the funding allocation within the proposal	Medium / Medium	Funding will be diverted from other workstreams in the programme in order to meet any major emergencies should additional funding over and above be required.	Low/ Low	Monthly monitoring of emergencies expenditure.

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3	Programme controls are not in place to monitor spend and delivery of projects or to manage financial elements in particular related to dual funded projects. Failure to invoice schools could lead to overspend.	Medium / High	Weekly client liaison meetings with Acivico will monitor costs of each project and there will be strict controls on approvals for any spend over agreed costs. Dual funding programme is subject to strict conditions set out in the grant agreement and funding will not be released until all conditions are met.	Low / Low	Monthly monitoring Reports and feedback from education finance colleagues. Monthly Acivico strategic Partnership board meetings will allow for feedback on any issues monitoring and controlling costs of agreed works.
4	Education outcomes compromised by crumbling infrastructure and its impact on learning.	Medium / High	Implementation of a planned preventative maintenance programme focusing on priority condition need is proposed for 2019/20 to begin to address backlog maintenance. Impact will be monitored through monthly analysis of no. of days learning lost due to asset failure. Uncertainty of future funding and LA obligations in relation to the academies agenda add to a level of uncertainty about how the condition need will be equitably addressed across the estate.	Medium / Medium	Future priorities and programme will be informed by updated Asset Surveys.

BASIC NEED ALLOCATION

Risk / opportunity information			Counter Measures		
No.	Description of Risk / Opportunity and Risk / Opportunity owner	Inherent Risk (Likelihood / Impact)	Description of current controls / mitigation in place and date when controls were last reviewed and reported upon	Residual Risk (Likelihood/ Impact)	Further controls proposed, and date for implementation
1	Programme delays as a result of Corvid - 19	High / Medium	Constant dialogue with contractors to ensure measures in place so that works continue. Should sites shut down as a result then we will look at measures to accelerate, by ways of evening / weekend working. Temporary accommodation may need to be provided to ensure space is provided for the intake of pupils.	Medium / Low	Contingency planning has already started to look at delays on site and how we mitigate. We are already discussing resource of temporary accommodation with appropriate contractors so that they are aware they may be called upon on short notice.
2	Stakeholders do not consider School travel Plans and transportation issues prior to consultation, leading to Increased residents, and parental concerns over parking issues	Low/ High	Multi-disciplinary meetings are held involving Highways, planners, technical advisers and local highways engineers to consider local transport issues. Traffic survey is commissioned any recommendations are considered as part of the capital investment. Review school travel plans in partnership with transportation prior to local consultation in order to mitigate possible objections	Medium / Medium	Schools are encouraged to sign up to the Council's free Modeshift STARS travel planning tool.
3	Programme controls are not in place to monitor spend and delivery of projects leading to the cost escalation	Medium / High	The Design Team will closely monitor the schedule of works and build costs. Weekly client liaison meetings with Acivico and the contractors will monitor costs of each project and there will be strict controls on approvals for any spend over agreed costs.	Low / Low	Any increase in costs will need to be met through value re-engineering to ensure projected spend remains within the overall allocation

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4	Building works fall behind leading to school places not being available on time	Medium/ High	The Design Team will closely monitor the schedule of works to ensure building will be ready in time. Weekly client liaison meetings with Acivico and the contractors will monitor the delivery time and delay will be mitigated through accelerated and weekend working.	Medium / High	Consider partial handover to ensure there is no disruption to the education continuity. In extremis, we may have to consider additional school closure days for certain class groups.
5	Extension of an existing building or an additional block has an impact on the revenue budget for the school particularly if there is a fall in pupil numbers due to changes in the demographics.	Medium / High	Revenue costs and day to day repair and maintenance of the assets will be met from school budget share via an increase in the formulaic Dedicated Schools Grant (DSG) funding. Consequential revenue costs arising including additional staffing, utility costs and any on-going day to day repair and maintenance of the asset will be the responsibility of the Academy and funded from the Academy's General Annual Grant (GAG) funding.	Medium /Medium	Process is in place for schools to have an annual conversation with the Council about any fluctuation in pupil numbers. This forward planning enables schools to adjust staffing levels in line with expected pupil numbers.