

Report

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Report to:	Education Resources Committee
Date of Meeting:	22 November 2011
Report by:	Executive Director (Education Resources)

Subject:	Education Resources' Risk Register and Control Plan
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ provide an update on the content and status of the Education Resources' Risk Register and Risk Management Working Group structure

2. Recommendation(s)

2.1. The Committee is asked to approve the following recommendation(s):-

- (1) that the Education Resources' Risk Register and Control Plan for 2011/2012 be approved; and
- (2) that the proposed Working Group structure for Education Risk Management, Health and Safety, Security and Business Continuity be noted.

3. Background

3.1. The methodology for managing risk in South Lanarkshire Council is outlined in the Council's Risk Management Strategy. This states that all major strategic and operational risks should be identified, evaluated, managed and monitored.

3.2. In doing so, the Council aims to embrace a tolerable level of risk when seeking service improvements and agreeing control measures. This level of risk is measured both before controls are considered (Inherent Risk) and after (Residual Risk). The result is expressed collectively as risk exposure and should neither be high enough to indicate instability nor low enough to prevent innovation.

3.3. Awareness of risk management has risen significantly across the Council and throughout Education Resources in recent years. As a result of increased training and local supports, headteachers and other managers now routinely undertake a broad range of activity designed to identify and control risks to service delivery. Key outcomes of this work include a large bank of operational risk assessments, increasingly robust risk audit arrangements, significant reductions in both incidents and costs of fire, vandalism/ break-ins and an overall reduction in the cost of insurance claims.

3.3. A number of factors are considered when treating risks including ownership, availability of insurance cover, cost of mitigation and level of concern. Prevention and cost benefit analysis are routinely considered prior to implementing any mitigating measures.

- 3.4 Resource Risk Registers and Control Plans are used to record identified risks, share information, reduce duplication of effort in managing risks and to build up an overall risk profile for the Council.

4. Education Resources Risk Management

- 4.1. The Council's Risk Management Strategy requires each Resource to nominate a Resource Risk Sponsor and to form a Resource Risk Management Group.

- 4.2. The Education Resources' Risk Group is chaired by the Support Services Co-ordinator with the Risk Management lead role who acts as the Resource Risk Sponsor. Each Service within the Resource is represented on the Group. The Group is responsible for:

- preparing and reviewing the Resource Risk Register and Control Plan
- considering and evaluating new risks to the delivery of services
- providing risk management advice and support within and across the Resource
- reviewing the Council-wide Risk Register
- identifying overlapping risks and control measures
- promoting Council-wide risk management and insurance hotspot initiatives

5. Education Resources' Risk Register

- 5.1. The Resource Risk Register was reviewed in October 2011 and includes 18 operational and strategic risks identified by senior officers that relate to the management and delivery of services provided by Education Resources. Also included is a Council-wide risk identified by the Corporate Management Team with an Education Resources lead. A copy of the Education Resources' Risk Register and Control Plan is attached at Appendix 1.

- 5.2. Of the scored risks in the Education Resources' Risk Register, 20% are High Risk; 45% are Medium Risk and 35% are Low Risk. This is in line with the Council's acceptable tolerance of risk exposure.

6. Further Action

- 6.1. To help continue to take risk management and assessment work forward, the Resource is currently represented on a number of Corporate Working Groups. It is also proposed that the existing Resource Risk Group incorporates Business Continuity Planning to create a Resource Risk and Emergency Planning Group. This will allow better co-ordination of this work including input on security and related health and safety issues.

- 6.2. It is proposed that membership of the group include representatives from each service and sector and that a revised membership and remit is developed. Given the legislative requirement and operational workload around health and safety, it is proposed that a separate Resource Health and Safety Group remain including representation from trades unions.

- 6.3. A proposed structure is shown at Appendix 2.

7. Employee Implications

- 7.1. None

8. Financial Implications

- 8.1. None

9. Other Implications

- 9.1. There are no implications for sustainability in terms of the information contained in this report.
- 9.2. This report demonstrates the commitment of Education Resources to managing risk in line with the Council's Risk Management Strategy.

10. Equality Impact Assessment and Consultation Arrangements

- 10.1. There is no requirement to undertake an impact assessment in relation to the proposals contained within this report.
- 10.2. The preparation of the risk register and control plan was developed through engagement with a range of stakeholders.

Larry Forde
Executive Director (Education Resources)

27 October 2011

Link(s) to Council Objectives/Improvement Themes/Values

- Excellent Employer
- Raise educational attainment for all
- Accountable, effective and efficient
- Sustainable development

Previous References

None

List of Background Papers

- Education Resources Security Action Plan 2011/12
- Education Resources Health and Safety Action Plan 2011/12

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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