

Risk Scoring Guidance

Impact

The impact scoring guidance below was developed with University-wide risks in mind. For Schools, NSIs, or Divisional risk registers, you may wish to amend the scoring guidance according to the needs of the institution (or project).

	Finance	Compliance	Safety	Service Delivery	Reputation	People*
1 Very Low	Minor loss <0.5% of operating budget	Trivial, very short-term single non-compliance.	Insignificant injury (no intervention).	Negligible impact/unnoticed by service users.	Insignificant damage.	Negligible impact on morale and satisfaction.
2 Low	Small loss 0.5 - 1% of operating budget	Small, single, short-term non-compliance.	Minor injury (local intervention).	Small impact/small inconvenience.	Minor or very short-term damage.	Small or short-term impact on morale and satisfaction.
3 Medium	Moderate loss 1 - 2% of operating budget	Sustained single or a few short-term non-compliances.	Moderate injury (professional intervention).	Medium level impact/moderate inconvenience.	Moderate or short-term to medium-term damage.	Medium or short-term to medium-term impact on morale and satisfaction.
4 High	Significant loss 2 - 10% of operating budget	Multiple, sustained non-compliances.	Major injury (hospital stay).	Significant impact/serious inconvenience.	Major or medium to long-term damage.	Major or medium to long-term impact on morale and satisfaction.
5 Very High	Substantial loss >10% of operating budget	Multiple, long-term, significant non-compliances.	Fatal injury.	Substantial/complete service failure.	Substantial or sustained damage.	Substantial or sustained impact on morale and satisfaction.

*The people impact applies to both retention and recruitment of staff and students.

Likelihood

	Probability
1 – Highly Unlikely	Less than 10%
2 – Unlikely	10-24%
3 – Possible	25-49%
4 – Probable	50-74%
5 – Extremely Likely	More than 75%

Risk Status

Green	The risk is under control and represents no immediate threat or impact.
Amber	The risk has the potential to move to red. It needs managing and close monitoring but there is no immediate threat which would have a significant impact.
Red	The risk requires active management. It poses an immediate threat and its impact would be significant.

Risk Status Heatmap						
Impact	5 Very High	5	10	15	20	25
	4 High	4	8	12	16	20
	3 Medium	3	6	9	12	15
	2 Low	2	4	6	8	10
	1 Very Low	1	2	3	4	5
		1 Highly Unlikely	2 Unlikely	3 Possible	4 Probable	5 Extremely Likely
		Likelihood				

The impact and likelihood scores should be multiplied together to give a score out of 25.

The risk status will then depend on the heatmap shown above.