

Report of Finance Manager

Subject: Risk Register

Purpose of Report

To ask Members to consider the latest risk register.

The following risk register has been reviewed by the Audit and Corporate Services Review Committee and Leadership Team. The Risk Strategy document has also been included in this quarter's report.

The main changes from the previous report are as follow:

Risk No	Risk Name	Progress
1	Short term financial Risk of significant reduction of funding and higher inflation adding to costs.	Indicative WG budget is flatlined and a EMR created to cover impact of inflation.
8	Risk of major incident affecting the National Park	Split the impact of the Authority and Park risks.
15	Risk of major incident affecting Authority	Timescales agreed for implementation of Business Continuity and Disaster Recovery plans.

Based on a consideration of Inherent risk the top 6 risks for the Authority are:

	RISK	Type	Likelihood	Impact	Risk Score
2	Medium to Long Term Risk of reduction of funding from WG, other public sector funders, or grant schemes. Higher inflation and wage costs adding to costs	Strategic	3	3	9
5	Risk of long term impact from climate change	Strategic	3	4	12

10	Ash Die Back disease is now widespread within the National Park, including on our Estate.	Strategic/ Financial / Operational	2	3	6
11	Risk of disease or pandemic	Strategic / Financial / Operational	4	3	6
13	Failure to meet Health & Safety requirements.	Strategic / Financial / Operational	2	3	6
14	Adverse impact of the pay & grading exercise	Strategic / Financial / Operational	2	3	6

Recommendation

Members are asked to consider and comment on the risk register.

Background Documents

None

(For further information, please contact Richard Griffiths)

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Pembrokeshire Coast National Park Authority - AUTHORITY RISK REGISTER - June 2023

RISK	Type	Owner	Inherent risk			Mitigation	Residual risk			Target Score (Risk Appetite)	Control/ monitoring	Trend this qtr	Progress Update	Last Reviewed
			Likelihood	Impact	Risk		Likelihood	Impact	Risk					
1 Short term financial Risk of significant reduction of funding and higher inflation adding to costs.	Strategic	CEO / Finance Manager	2	3	6	Planned cost reduction, budget planning, increase local income and other external funding	2	2	4		Discussions with Welsh Government, updating fundraising plans, bring new skills into the Authority. reserves level sufficient to manage short term changes	Lower	Indicative WG budget is flatlined and EMR created to cover impact of inflation.	Jun-23
2 Medium to Long Term Risk of reduction of funding and higher inflation and wage costs adding to costs.	Strategic	CEO / Finance Manager	3	4	12	Planned cost reduction, budget planning, increase local income and other external funding	3	3	9		Discussions with Welsh Government, updating fundraising plans, bring new skills into the Authority	No Change	Follow up AW recommendation regarding income diversification	Jun-23
3 Risk of failing to comply with legislation and Governance requirements	Strategic	CEO/Directors/ Monitoring Officer	2	2	4	Policies in place, assessment by Audit Wales, reporting to review committees	1	2	2		Performance reports to Members, monitoring legislation	No Change	Review of corporate documents currently in progress	Jun-23
4 Not being able to delivery on the targets laid down by the Welsh Government's Term of Government Remit letter	Strategic/ operational	CEO/Directors/ Monitoring Officer	3	2	6	Currently on track, however, financial challenges are making this more difficult	1	2	2		Activities included in Corporate and Resources Plan and regular engagement with Welsh Government	No Change	New draft Corporate Plan out to consultation	Jun-23
5 Risk of long term impact from climate change	Strategic	Director of Place Making, Decarbonisation & Engagement	4	4	16	Participation in the Public Service Board's climate risk assessment and Authority has agreed Climate Change Action Plan. New Climate Adaptation Plan for Pembrokeshire agreed and new Head of Decarbonisation appointed	3	4	12		Monitor impact	No Change	Climate change adaption included PSB Wellbeing Plan. Two projects funded by SLSP to guide work of the Authority	Jun-23
6 Risk of loss of habitat and biodiversity	Strategic	Head of Recovery / Director Of Place Making,	2	3	6	NPA has some impact/control outside own property through its Invasive Species project	2	2	4		Invasive species project monitoring	No Change	Invasion species project monitoring issues	Jun-23
7 Risk of not delivering on Corporate Objectives	Operational	CEO/Directors/ Monitoring Officer	2	4	8	Most staff working as normal with some of Llanion staff still working remotely	1	2	2		Changes to flexible working policy has been revised	No Change	Majority of revised flexible working contracts signed	Jun-23
8 Risk of major incident affecting the National Park	Strategic	Director of Nature Recovery and Regenerative Tourism	2	2	4	Monitor special events. Response plan in place. In contact with other agencies	1	2	2		Monitoring	No Change	Split the impact of the Authority and Park risks	Jun-23
9 Risk of injury following an Incident	Financial	HR Manager/Finance Manager	2	2	4	Adoption of Visitor Safety Strategy, Annual Building Inspection and Risk Assessments of all sites. Regular maintenance programme. Reports from public and Coast Guard	2	1	2		Annual Inspection, Implementation of annual work programme Emergency works completed quickly. Incidents reported to H&S group. Property Group	No Change	No recent changes	Jun-23
10 Ash Die Back disease is now widespread within the National Park, including on our Estate.	Strategic/ Financial / Operational	Head of Nature Recovery/ Head of Decarbonisation	3	4	12	Review of the overall impact of ash dieback undertaken in 2020. Limited exposure as paths maintained and land not owned by Authority	3	2	6		Remedial work being undertaken in house as and when required.	No Change	Ash Dieback Decision Guide and Arc online being used to manage the spread of the decision. Report presented to May 2023 ACSRC Committee	Jun-23
11 Risk of disease or pandemic	Strategic / Financial / Operational	HR Manager	2	4	8	There is a need to review approach of the Authority to ensure that it is able to respond to public health or animal / plant health crisis and also to deliver necessary services.	2	3	6		Develop a plan or an approach to deal with issue.	No Change	The Authority learning from experiences of the last 2 years	Jun-23
12 Risk of Authority no longer considering the specific Well-being Objective of Equality in its equality plan and equality mainstreaming activities	Strategic / Financial / Operational	Performance & Compliance Officer	2	3	6	Activities that support delivery of equality duties have been identified in Corporate and Resources Plan. Activity Status update document for the Equality Plan and Objectives 2020-24 has been created which will be updated periodically. Delivery Plans when created to be subject to integrated assessments to ensure that adequate consideration of equality considerations and links to the Authority's Equality Plan have been carried out prior to approval.	1	3	3		Performance reports for activities in Corporate and Resources Plan. Activity status update document for Equality Plan and Objectives 2020-24.	No Change	Situation being monitored	Jun-23
13 Failure to meet Health & Safety requirements	Strategic / Financial / Operational	HR Manager	2	4	8	H&S project officer started in April 2023 to review H&S across the Authority and develop an action plan.	2	3	6		Reports to SMT, Health & Safety group and ACSRC.	No Change		Jun-23
14 Adverse impact of the pay & grading exercise	Strategic / Financial / Operational	HR Manager	2	4	8	Followed agreed process and engaged external consultants to support the process.	2	3	6		Due to staffing changes in HR, the time scale for implementation has been amended and the exercise will now be led by interim HR Manager starting in June 2023	No Change	The new HR manager engaging consultants on regrading exercise.	Jun-23

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15 Risk of major incident affecting Authority	Strategic / Financial / Operational	CEO / Head of Decarbonisation	2	4	8	Implementation of Internal Audit recommendations on IT recovery and business continuity	2	2	4		Comprehensive Business Continuity and Disaster Recovery plans completed	New Risk	Timescales agreed for implementation of Business Continuity and Disaster Recovery plans	Jun-23

KEY:

Critical 4	4	8	12	16	12+: Unacceptable level of risk exposure, which requires extensive management
Major 3	3	6	9	12	
Moderate 2	2	4	6	8	6 – 9: Risk management measures need to be put in place and monitored
Minor 1	1	2	3	4	3 - 4: Acceptable level of risk subject to regular monitoring
	Almost Never 1	Unlikely 2	Likely 3	Almost Certain 4	1 – 2 Acceptable level of risk subject to regular monitoring
LIKELIHOOD OF OCCURRING					

Change from previous report