

Report of Chief Executive

Subject: Risk Register

Purpose of Report

To ask Members to consider the latest risk register.

This report has been prepared based on the existing Risk Management Policy. Once the new policy is approved work will be undertaken to transfer to a new Risk Register that takes account of wider assurance evidence and risk appetite.

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

	RISK	Type	Likelihood	Impact	Risk Score
5	Risk of long-term impact from climate change	Strategic	3	4	12
15	Risk of major Cyber incident affecting Authority	Strategic / Financial / Operational	3	4	12
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
10	Ash Die Back disease is now widespread within the National Park, including on our Estate.	Strategic/ Operational	2	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 Tegryn Jones)

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Pembrokeshire Coast National Park Authority - AUTHORITY RISK REGISTER - February 2024

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 / Head of Finance	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	No Change	Draft WG budget for 2024-25 is flatlined and EMR created to cover impact of inflation.	Feb-24
2 Medium to Long Term Risk of reduction of funding and higher inflation and wage costs adding to costs.	Strategic	CEO / Head of Finance	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	All Head of Service are developing proposals for dealing with 25% less money over 2 years. New Member / Officer Income Diversification Group set up	Feb-24
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	Feb-24
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 Corporate Plan agreed and discussions held with Welsh Government to see if actions in the Remit letter can be re-prioritised in light of funding challenges.	Feb-24
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. Authority engages with process to monitor the Shoreline Management Plan.	3	4	12		Monitor impact and work undertaken to predict future impact on Coast path.	No Change	Climate change adaption included PSB Wellbeing Plan. Two projects funded by SLSP to guide work of the Authority. training provided for mebers of flood issues	Feb-24
6 Risk of loss of habitat and biodiversity	Strategic	Head of Recovery / Director Of Place Making, Decarbonisation & Engagement/Head of Development Management	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	Almost £500K allocated through the Wild Coasts project.	Feb-24
7 Risk of not delivering on Corporate Objectives due to different ways of working	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	Feb-24
8 Risk of major incident affecting the National Park	Strategic	Director of Nature and Tourism	2	2	4	Monitor special events. Response plan in place. In contact with other agencies	1	2	2		Monitoring	No Change		Feb-24
9 Risk of injury following an Incident	Financial	Head of People Services / Head of Finance	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	Internal Audit of Health and Safety undertaken and recommendations being implemented. All Risk Assessments being reviewed.	Feb-24
10 Ash Die Back disease is now widespread within the National Park, including on our Estate.	Strategic/ 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	Feb-24
11 Risk of disease or pandemic	Strategic / Financial / Operational	Head of People Services	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	2	4		Develop a plan or an approach to deal with issue.	No Change	The Authority learning from experiences of the last 2 years	Feb-24
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	Feb-24

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13	Failure to meet Health & Safety requirements	Strategic / Financial / Operational	Head of People Services	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		No Change	Internal Audit of Health and Safety undertaken and recommendations being implemented. All Risk Assessments being reviewed.	Feb-24	
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		No Change	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	Currently expecting Job Evaluations back from Assessor	Feb-24
15	Risk of major Cyber incident affecting Authority	Strategic / Financial / Operational	CEO / Head of Decarbonisation	4	4	16	Implementation of Internal Audit recommendations on IT recovery and business continuity	3	4	12		New Risk	Comprehensive Business Continuity and Disaster Recovery plans completed	High level Safety approach has identified issues not previously highlighted.	Feb-24

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