

REPORT OF BUSINESS & PERFORMANCE MANAGER

SUBJECT: RISK REGISTER

Introduction

The Authority's risk register has historically included mainly risks of a corporate or strategic nature. In order to improve our corporate governance a number of improvements are proposed.

1. The type of risk included in the register is to be extended to include more service based and operational risks.
2. Each risk is to have an officer responsible for monitoring the risk and managing any mitigation actions
3. A senior officer is to review the risk to ensure the risk is being appropriately managed
4. The full risk register will be reported to each Audit and Corporate Review Services Committee and the relevant risks reported to the individual Review Committees each quarter.
5. A member will be assigned to monitor each of the most significant risks.

An extract of the current risk register is attached.

This report was presented at the recent Audit & Corporate Services Review Committee where Members considered the full risk register in some detail. The meeting agreed that the proposals listed above should be approved by the Authority and that officers should bring a report to the Authority on how the monitoring of risks should be assigned to Members.

Recommendation:

Members are invited to approve the proposed changes to the Risk Register.

(For further information, please contact Alan Hare, Business & Performance Manager on extension 4810)

Extract of Risk Register

RISK	Likelihood	Impact	Risk Level	Type	Mitigation	Control/monitoring	Actions needed	Lead	Review	Member	Service
Risk of failing to comply with Local Government Measure	Unlikely	Severe	3	Strategic	Corporate Strategy adopted Performance systems being developed Working with WAO	Corporate Assessment	Prepare corporate strategy and develop performance management. Include more benchmarking information in Improvement Plans.	AH	TJ		Corp
Risk of major incident affecting or involving NPA staff and resources	Unlikely	Moderate	2	Strategic	Draft plan in place In contact with other agencies	Review major incident plan	Major incident plan being reviewed	CM	AH		Corp
Failure to comply with new Welsh Language Standards	Possible	Moderate	4	Strategic	Monitor consultation report		Review Welsh Language Scheme	JE	TJ		Corp
Risk of lack of staff capacity/skills for key work	Possible	Moderate	4	Operational	Training programme planned around skills needed	Project planning and reviews to identify potential/actual problems	Better project planning, staff training needs identified in advance – increase staff resilience, flexibility	Team Leaders	Heads of Service		All
Failure to provide affordable housing opportunities in accord with target	Probable	Moderate	6	Strategic	Current economic climate limiting residential development which funds affordable housing	Regular monitoring, use of S106	Possible scrutiny of policies	MD	JG		Direction

RISK	Likelihood	Impact	Risk Level	Type	Mitigation	Control/monitoring	Actions needed	Lead	Reviewer	Member	Service
Risk of flawed decision on planning application	Unlikely	Severe	3	Reputation	Codes of practice & protocols including professional institute membership, Members Charter Member & staff training	No of approvals outside policy Validation procedures, signing off checks in place	Continue member and staff training Validation procedure updates in hand	VH	JG		Dev Man
Risk of causing significant environmental damage due to actions by NPA staff or on NPA property	Unlikely	Severe	3	Reputation	Environmental management systems in place Risk assessments for operation and location	Number of incidents reported to H&S officer Staff training	Ensure reporting procedure in place	Team Leader/site managers	CM/PR		Delivery
Failure to deliver Origins project at Castell Henllys	Unlikely	Moderate	2	Financial & reputation	Revised plan being prepared	Regular progress reports	Approval for new plan	PR	JP		Discovery
Risk of PSBA project failing to deliver improvements	Unlikely	Moderate	2	Operational	Close liaison with suppliers. Thorough implementation plan	Regular progress reviews	Detailed plan	JW	AH		IT