

**REPORT OF BUSINESS & PERFORMANCE MANAGER**

---

**SUBJECT:  
RISK REGISTER**

**Purpose of this report**

To consider the allocation of entries on the Authority's Risk Register to individual Members.

The previous Authority meeting approved a recommendation that Members should be more involved in monitoring the Authority's more significant risks.

The risk register currently lists 51 risks most of which are of a low or moderate level. It is proposed that Members should monitor all the risks. The five of the highest category and a further four more moderate risks are allocated to the chairs and deputy chairs of the most appropriate committees as listed below.

<b>Risk</b>	<b>Risk Level</b>	<b>Member</b>
Reputational risk caused by Solva accident	High	Chair of the Authority
Risk of claim exceeding insurance limit	High	Chair of Audit & Corporate Services Review Committee
Failure to provide affordable housing opportunities in accord with LDP target	High	Chair of Development Management Committee
Risk of attack on computer systems and website	High	Deputy chair of Audit & Corporate Services Review Committee
Risk of failure of phone system	High	Deputy chair of Audit & Corporate Services Review Committee
Risk of major IT failure	Moderate	Deputy chair of Audit & Corporate Services Review Committee
Risk of incident causing significant environmental damage	Moderate	Chair of Conservation and Planning Review Committee
Risk of loss of major NPA building due to fire, flood etc	Moderate	Chair of Recreation and Tourism Review Committee
Risk of flawed decision on planning application	Moderate	Deputy Chair of Development Management Committee

Appendix 1 is a suggested list of risks allocated to Members for consideration.

Further details of the level of Member's involvement in risk management and the officers involved will be provided in a future report when the final allocation of responsibilities has been confirmed.

**Recommendation:**

**Members are requested to APPROVE Member involvement and agree the allocation of risks to be monitored.**

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

# Risk Register

Period: October 2012

## PCNPA RISK REGISTER

Risk	Probability	Impact	RAG	Member
01. Incident due to tripping hazard etc on Coast Path leading to claim	Unlikely	Moderate	Green	Cllr M James
02. Incident due to tripping hazard etc on other paths leading to claim	Unlikely	Moderate	Green	Cllr M James
03. Incident due to falling trees or branches in our property	Unlikely	Moderate	Green	Mr David Ellis
04. Incident due to maintenance activities on sites, paths, grass cutting etc.	Unlikely	Moderate	Green	Cllr M James
05. Incident due to driver error/vehicle fault	Unlikely	Moderate	Green	Cllr Alison Lee
06. Incident due to condition on one of our properties or sites	Unlikely	Moderate	Green	Cllr Bob Kilmister
07. Incident caused by volunteers	Unlikely	Moderate	Green	Cllr Paul Harries
08. Incident to school children while involved in NPA provided activity	Unlikely	Moderate	Green	Cllr Paul Harries
09. Incident caused by livestock managed by NPA	Possible	Moderate	Amber	Mr David Ellis
10. Incident caused by faulty merchandise, food etc provided by NPA	Unlikely	Moderate	Green	Cllr Paul Harries
11. Incident caused by condition of NPA building	Unlikely	Moderate	Green	Cllr David Rees
12. Incident causing significant environmental damage	Unlikely	Severe	Amber	Mr D Ellis
13. Risk of significant reduction in funding	Unlikely	Moderate	Green	Cllr Tony Brinsden
14. Risk of loss of major NPA building due to fire etc	Unlikely	Severe	Amber	Mr T Sangster
15. Risk of failing to comply with Local Government Measure	Unlikely	Moderate	Green	Cllr Rob Lewis
16. Risk of major IT failure	Unlikely	Severe	Amber	Mr A Archer
17. Risk of loss of key documents	Unlikely	Moderate	Green	Cllr Rob Lewis
18. Risk of major incident	Unlikely	Moderate	Green	Mrs Christine Gwyther
19. Risk of failing to deliver against Strategic Grant Letter targets	Unlikely	Moderate	Green	Ms Gwyneth Hayward

20. Risk of flawed decision on planning application	Unlikely	Severe	Amber	Cllr B Kilmister
21. Risk of closure of pension fund	Unlikely	Moderate	Green	Ms Chris Gwyther
22. Oriel y Parc financial performance	Unlikely	Minor	Green	Mr Ted Sangster
23 Failing to meet planning on Carew reception buildings	Unlikely	Minor	Green	Mrs Melinda Thomas
24. Risk of incident during badger cull	Unlikely	Minor	Removed	
25. Risk of poor partner relationships affecting joint working	Unlikely	Moderate	Green	Cllr Peter Morgan
26. Reputational risk caused by Solva accident	Likely	Severe	Red	Cllr T Brinsden
27. Solva accident claim exceeding insurance limit	Likely	Severe	Red	Cllr M Williams
28. Risk of failing to meet long term lease at Carew	Unlikely	Moderate	Green	Mr Ted Sangster
29. Failure to comply with new Welsh Language Standards	Possible	Moderate	Amber	Cllr David Rees
30. Failure to comply with Equalities legislation	Possible	Moderate	Amber	Ms Chris Gwyther
31. Failure to retain liP	Unlikely	Minor	Removed	
32. Risk of staff shortages in Direction due to special event or significant sickness etc	Unlikely	Moderate	Green	Cllr Alison Lee
33. Risk of staff shortages in Delivery due to special event or significant sickness etc	Unlikely	Moderate	Green	Cllr Reg Owen
34. Risk of staff shortages in corp srvc es due to special event or significant sickness etc	Unlikely	Moderate	Green	Cllr David Rees
35. Risk of lack of capacity/skills of Direction staff for key work	Unlikely	Moderate	Green	Cllr Alison Lee
36. Risk of lack of capacity/skills for Delivery staff capacity/skills for key work	Unlikely	Moderate	Green	Cllr Reg Owen
37. Risk of lack of capacity/skills for Corp Svces staff for key work	Unlikely	Moderate	Green	Cllr Reg Owen
38. Failure to reduce CO2 emissions by 3% pa	Possible	Moderate	Amber	Cllr Lyn Jenkins
39. Risk of poor decision making based on inaccurate GIS data	Possible	Moderate	Amber	Cllr Peter Morgan
40. Risk of inappropriate or offensive behaviour by member of the public towards staff	Possible	Moderate	Amber	Cllr Tony Wilcox

41. Failure to provide affordable housing opportunities in accord with target	Likely	Moderate	Red	Mrs G Hayward
42. Risk of unpopular planning decision on high profile development	Likely	Moderate	Red	Cllr Bob Kilmister
43. Failure to improve performance on speed of determining applications & provide quality service	Possible	Moderate	Amber	Cllr Mike Williams
44. Risk of failing to introduce enhanced web access & document management in reasonable time	Possible	Moderate	Amber	Mrs M Thomas
45. Incident caused by faulty merchandise, provided by Cilrhedyn	Unlikely	Moderate	Green	Cllr Lyn Jenkins
46. Failure to deliver Origins project at Castell Henllys	Unlikely	Moderate	Green	Melinda Thomas
47. Failure to agree new SLA with National Museum on OyP	Unlikely	Moderate	Green	Cllr Lyn Jenkins
48. Risk of intruder/virus attack on systems and website	Likely	Severe	Red	Mr A Archer
49. Risk of PSBA project failing to deliver improvements	Unlikely	Moderate	Green	Cllr Rob Lewis
50. Failure of phone system	Possible	Severe	Red	Mr A Archer
51. Risk of new HR system failing	Unlikely	Moderate	Green	Gwyneth Hayward
52. Risk of new Finance system failing	Unlikely	Moderate	Green	Cllr Tony Wilcox
53. Failure to to allocate and spend use all of SDF fund	Possible	Moderate	Amber	Cllr Mike Williams