

Report to	<b>Audit Committee</b>
Date	<b>18 January 2011</b>
By	<b>Director of Corporate Services</b>
Title of Report	<b>Risk Register</b>
Purpose of Report	<b>To present the Authority's Risk Register as at January 2011</b>

---

**Recommendation: The Committee is recommended to note the risk register as at January 2011**

---

**1. Introduction**

- 1.1 To present the Authority's current risk register and to describe the next steps to ensure effective risk management is embedded throughout the Authority.

**2. Background**

- 2.1 The Audit Committee has the responsibility "To monitor and review the Corporate Risk Strategy and Register" within its terms of reference.
- 2.2 The Authority has established a risk register for its transitional year. This has necessarily focussed on the risks relating to the programme to establish the Authority and enable it to be fully operational on 1 April 2011.
- 2.3 The transitional programme is well documented and is monitored by the Senior Management team each month. The monitoring includes reviewing and updating the programme risk register.
- 2.4 The format of the risk register follows the layout informally agreed with the Members of the Audit Committee. The headings are:
- Reference number – unique number that does not change when the register is updated
  - Description of Risk – the description of the risk
  - Description of Impact – explains the consequences for the Authority of the risk
  - Mitigation – the measures the Authority is taking or has taken to reduce the chance of the risk actually occurring or the consequences if it does
  - Contingency – further measures that might be taken to reduce the consequences of the risk if needed
  - Likelihood – categorisation of the probability of the risk taking place
  - Impact – categorisation of the severity of the impact if the risk takes place
  - Owner – who is responsible for monitoring this risk
  - Severity – a score for the risk related to the likelihood and impact categories (See Table below)

	Most Likely <b>IMPACT</b>				
<b>LIKELIHOOD</b>	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Yellow 5	Orange 10	Red 15	Red 20	Red 25
Likely (4)	Yellow 4	Orange 8	Orange 12	Red 16	Red 20
Possible (3)	Green 3	Yellow 6	Orange 9	Orange 12	Red 15
Unlikely (2)	Green 2	Yellow 4	Yellow 6	Orange 8	Orange 10
Almost Impossible (1)	Green 1	Green 2	Green 3	Yellow 4	Yellow 5

2.5 The latest risk register (as at January 2011) is attached as **Appendix 1**.

2.6 In some cases the risks have changed or no longer exist. In future when this happens they will be marked "closed" and will be deleted when the register is next presented.

### 3 Next steps

3.1 The Authority's internal auditors have recently completed a review of the Authority's current governance arrangements. This includes risk management arrangements. They have recommended that the Authority should develop its risk management arrangements by:

- Establishing a South Downs National Park Authority (SDNPA) risk management strategy
- Developing a Corporate Risk Register

3.2 The Authority is planning to prepare a risk management strategy for approval by the Audit Committee in April 2011. At the same time the intention is to evolve the current programme risk register into a comprehensive corporate risk register.

3.3 There is further work to be undertaken to ensure that risk management is embedded across the authority. This will be progressed as part of the implementation plan for the risk management strategy.

### 4. Resources

4.1 There are no additional resource requirements arising from this report.

### 5. Risk Management

5.1 The report outlines the current risks facing the Authority and how these will be mitigated. Plans to further develop the Authority's approach to managing risk are described.

### 6. Human Rights, Equalities, Health and Safety

6.1 There are no implications arising from this report.

### 7. External Consultees

7.1 None.

John Beckerleg  
Director of Corporate Services

Contact Officer:	John Beckerleg, Director of Corporate Services
Tel:	0300 303 1053
email:	John.Beckerleg@southdowns.gov.uk
Appendices	Appendix 1 – SDNPA Risk Register
SDNPA Consultees	Chief Executive Officer, Head of Planning, Head of Strategy and Partnerships, Head of Operations, Chief Finance Officer, Deputy Chief Finance Officer, and Monitoring Officer