

## NBN Trust Risk Register

### V1.03 (October 2015)

#### Review Process

1. Risk register presented to Trustees at every meeting complete with a brief report on areas of note.

		Overall Rating			
		High/4	M/4	M/8	H/12
Likelihood	Medium/3	L/3	M/6	M/9	H/12
	Low/2	VL/2	L/4	M/6	M/8
	Very Low/1	VL/1	VL/2	L/3	L/4
		Very Low/1	Low/2	Medium/3	High/4
	<b>Impact</b>				

Likelihood	Impact
H = Almost certain may occur this year or at frequent intervals	H = Very significant financial loss, or death, major slippage in deadlines, loss of confidence
M = Likely, may occur more than once in the next 3 years	M = Significant financial loss, Adjustment of significant deadlines, longer-term damage to reputation
L = Possible, may occur in the next 3 years	L = Budget adjustment required, some adjustment of deadlines, short term reputation damage
VL = Rare, may occur in exceptional circumstances	VL = Low loss, service delivery unaffected, unlikely to damage reputation

2. Note on risk register made in Annual Report under SORP guidelines.

Strategic Risk	Description	Mitigation (refer to multi-year action plan 2015-2020)	Strategic aim	Risk Rating	Change in status	Estimated timescale for mitigation	Activity undertaken to mitigate
<b>1. Financial risk</b>	Inadequate funding (not enough money, funders withdraw/not enough subscribers, costs going up, death in service, long term sickness of staff). Future cuts will affect NBN.	Publish and implement medium-term financial plan. Grow membership. Diversify funding streams. Insurance and policies in place to indemnify both employee and employer. Review of membership scheme	Strategic Aim 1.	Likelihood H / Impact H = 16	N/A	Over period 2015-2017 and beyond	Developed a financial strategy which includes diversifying funding. Insurance in place. Regular review of expenditure / cost savings. Project money secured for release of data.
<b>2. Staff risk</b>	Recruitment, high turnover, loss of one staff member is the greatest risk. Risk is to resilience of team. This compounds the inherent risk within a small team on relatively low salary.	Grow the NBN Trust to tackle risk and achieve resilience. Prepare a workforce plan. Identify skills and capacity shortage. Use others to deliver strategy (i.e., outsource delivery).	Strategic Aim 5.	Likelihood L/ Impact M = 6	Reduced from M/M 9	End 2016/17	Use of multiple contractors with diverse skills. Use of student interns over summer 2015. Clear salary progression and

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<b>3. People cannot use the system</b>	Risk that NBN's information technology does not keep up with development because of expense. Potential for an IT calamity with all computers blowing up or being hacked. Risk that systems are not user-friendly and that affects use. People stop using NBN because it is unreliable, it is unavailable, old fashioned or low quality data. All affects NBN reputation.	Work to develop an implementation of the Atlas of Living Australia in the UK. Diversify technical support, Gateway User Group. Need more varied staff support for the development of the Gateway and for NBN to own and control equipment such as servers etc.	Strategic Aim 2 and 4.	Likelihood H/ Impact H = 16	N/A	End 2015/16	Partnership with Atlas of Living Australia and UK Wildlife Portal demo developed. User needs analysis published. Gateway User Group established. Collaboration with GBIF and other international partners.

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<b>4. Wholeness of database and competition</b>	The risk that the NBN Gateway becomes less comprehensive, potential for new systems e.g., an environment portal, or a plethora of niche initiatives start up. That means data doesn't make it to NBN affecting the wholeness of data. Data providers don't agree with access controls and as a result don't share data or set up alternative systems. Development of new national databases by other organisations.	Development of UK online recording strategy. Suite of tools available from NBN as family of projects. Seek a seamless transition of data, proactive engagement with developers to make sure data flow occurs. Flexibility to ensure tools follow set NBN standards. Secure policies which state that funding will not be provided to data providers if data is not shared on the NBN Gateway	Strategic Aim 1.	Likelihood M/ Impact H = 12	N/A	Annual review.	Publication of NBN strategy. 'Release of Data Fund' initiative to diversify open data holdings. Release of Consultants Portal for ecology consultants to add data to system.

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<b>5. Diverging views</b>	Risk is lack of consensus about access, visibility and usability (i.e., “I don’t want to be part of this”). Leads to withdrawal of data from funders and from NBN. End up with statutory gateway and non-stat gateway. Open access to government owed or paid for data. Risk of NBN breaking apart.	Develop incentives for open data and promote the NBN strategy. Defining the common ground. People might stay off the extreme. Persuading government to look at LRCs. DCLG. Work towards a collective good to raise funds.	Strategic Aim 2	Likelihood M/ Impact H = 12	N/A	2017/18	Publication of NBN strategy. Strategy Action plan in development. Commenced review T&C’s of Gateway and creating UK Wildlife Portal for open data
<b>6. Engagement risk</b>	Risk of a lack of popular support. This would lead to disengagement, reduced membership and lack of sponsorship	Active patrons and establish a Patron Board, New communication strategy, tapping into broader public engagement (Autumn watch), Increase the value of data and nature. Regular	Strategic Aim 3.	Likelihood L/ Impact H = 8	N/A	2015/16 and onwards	Publish Communication Strategy with possible greater engagement with the public and possible

	<p>and investment. Environment often comes second in issues. Must continue to maintain engagement and ensure that members continue to care and support environmental conservation.</p>	<p>engagement and promote benefit from Natural Capital to businesses. Offsetting. People love nature and NBN should capitalize on this. Publish and promote case studies for conservation and all aspect of data use. Targeted signage on NBN systems with info about species at nature reserves and sites etc. Webservices to deliver data to users to increase engagement.</p>					<p>new comms person to move this area forward. Partnership with Atlas of Living Australia over more public facing portal. Gateway User Group and user needs analysis published. Regular presentations and attendance at conferences and meetings. Wicken Fen Virtual Visitor Centre project.</p>
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