

<b>RISK REF</b>	<b>RISK DESCRIPTION &amp; IMPACT IF RISK REALISED</b>	<b>RISK AUTHOR</b>	<b>RISK OWNER</b>	<b>STATUS</b> (Open, Closed)	<b>DATE RAISED</b>	<b>DATE NEXT REVIEW</b>	<b>IMPACT LEVEL</b> (L/M/H/VH)	<b>LIKELIHOOD</b> (Very unlikely, Unlikely, Likely, Probable)	<b>RAG STATUS</b> (Red, Amber, Green)	<b>DIRECTION</b> (Decreasing, Increasing, Stable)	<b>MITIGATION TYPE</b> (Tolerating, Treating, Transferring, Terminating)	<b>ACTION</b>
<b>R01</b>	The Pension Board of the West Sussex Fire and Rescue Authority fails to meet 4 times per year with a quorate	Adrian Murphy	Pete Rickard	Open	-	14/06/23	High	Unlikely	AMBER	Reducing	Treating	Under the Constitution the Chair may appoint a Deputy Chair who will lead meetings in the absence of the Chair. There is a minimum requirement of no less than four employer and member representatives for a meeting to be quorate. It would be necessary for any 'substitutes' to meet the knowledge and skills required for members of the Board.
<b>R02</b>	Level of expertise and ongoing development of Pension Board does not comply with guidance.	Adrian Murphy	Pete Rickard	Open	-	14/06/23	VeryHigh	Likely	RED	Reducing	Treating	The Board has established and maintains a training framework to address the knowledge and understanding requirements that apply to Board members which includes how knowledge and understanding is acquired, reviewed and updated. Training is arranged for Board members to meet and maintain the requirements set out in the Board's knowledge and understanding policy and framework. Training completed is monitored.
<b>R03</b>	Insufficient admin support for the Pension Board	Adrian Murphy	CFO	Open	-	14/06/23	Medium	Likely	AMBER	Reducing	Treating	CFO EPA providing support, allowing time to review exact needs of the LPB
<b>R04</b>	Website is not up to date with latest information for Pension Scheme Members	Adrian Murphy	Pete Rickard	Open	-	14/06/23	Low	Unlikely	GREEN	Stable	Treating	Information about the Pension Board and access to meeting dates, agendas and minutes has been updated.
<b>R05</b>	There is only one Principle Pension Consultant with detailed knowledge of the FRS Pension Schemes	Adrian Murphy	CFO	Open	18/11/19	14/06/23	VeryHigh	Probable	RED	Increasing	Treating	The Principle Pension Consultant has left West Sussex County Council. Responsibilities are being covered by the wider Pensions Team whilst future role requirements are determined.
<b>R06</b>	FRS Pension sector is small and there are few suppliers or experts in the market place (Scheme Administrators, Payroll, Legal Advisors)	Adrian Murphy	CFO	Open	18/11/19	14/06/23	Medium	Unlikely	AMBER	Stable	Tolerating	We need to build relationship with current suppliers and work on succession planning
<b>R07</b>	The O'Brien/Matthews judgement may require a reworking of the pension entitlements for all 2006 Special Scheme (RDS) members - work load for Administrator	Pensions Team	CFO	Open	18/11/19	14/06/23	VeryHigh	Likely	RED	Increasing	Tolerating	Full project scope has been provided to CFO to set out resource requirements, responsibilities and milestones. Implementation to be monitored by Pensions Team. Updates to be provided to Board.

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<b>R08</b>	The O'Brien/Matthews judgement may require a reworking of the pension entitlements for all 2006 Special Scheme (RDS) members - risk to budget	Pete Rickard	CFO	Open	14/09/22	14/06/23	Low	Likely	Amber	Stable	Tolerating	None
<b>R09</b>	The loss of a key member of the Board or support members of the Board	Pete Rickard	Pete Rickard	Open	14/09/22	14/06/23	VeryHigh	Unlikely	RED	Stable	Treating	Chair to ensure board members feel valued and supported; ensure we have business continuity measures in place; ensure continuity of expertise
<b>R10</b>	Uncertainty and a lack of understanding amongst members regarding the scheme	Pete Rickard	Pete Rickard	Open	14/09/22	14/06/23	High	Likely	RED	Stable	Tolerating	Develop an approach to support member communication particularly in relation to Annual Benefit Statement publication and Scheme Changes
<b>R11</b>	There is a risk of a successful cyber attack directly from external threats; or indirectly as a consequence of members or staff falling prey to social engineering or phishing attacks. The potential outcome may lead to service disruption, financial or data loss	Pete Rickard	CFO	Open	14/09/22	14/06/23	High	Likely	RED	Stable	Treating	Staff awareness of personal and business information security practices and identification of cyber-security issues including evolving threats
<b>R12</b>	Partnership expectations not met in delivery of administration	Pete Rickard	CFO	Open	14/09/22	14/06/23	Medium	VeryUnlikely	GREEN	Stable	Tolerating	Engagement with administration team to understand business priorities and development of service.
<b>R13</b>	Unable to implement changes required as a result of McCloud judgement	Pete Rickard	CFO	Open	14/09/22	14/06/23	High	Likely	RED	Stable	Treating	Full project scope has been provided to CFO to set out resource requirements, responsibilities and milestones. Project team set up by admin team
<b>R14</b>	WSCC does not hold required information to be able to complete the changes required as a result of the McCloud Judgement	Pete Rickard	CFO	Open	14/09/22	14/06/23	Medium	Likely	AMBER	Stable	Treating	Data template provided to administration team for review and uploading. Guidance to be followed if/where data is not available.
<b>R15</b>	Insufficient resources for the Council to be able to complete the changes required as a result of the McCloud Judgement	Pete Rickard	CFO	Open	14/09/22	14/06/23	High	Likely	RED	Stable	Treating	Project team set up by admin team

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<b>R16</b>	Inaccurate and/or incomplete data retained by the Scheme. Legislation specifies the records that must be kept and failure to comply is a breach of the law and could result in inaccurate or incomplete information being provided to members or the Scheme Manager, payment of incorrect pension amounts and / or complaints.	Pensions Team	TBC	Open	-	14/06/23	High	Unlikely	AMBER	Stable	Treating	Partnership work with administration team to understand any issues identified with data held on the system or provided by the employer and agree any data improvement activities.
<b>R17</b>	Role of government policy on the management and benefits of the Scheme resulting in changes in legislation, member benefits and financial cost.	Pensions Team	TBC	Open	-	14/06/23	High	Likely	RED	Stable	Tolerating	Keep informed of developing issues
<b>R18</b>	County Council not resourced appropriately to support Pensions functions resulting in key work deliverables not being completed and failure to comply with Regulations.	Pensions Team	TBC	Open	-	14/06/23	High	Unlikely	AMBER	Stable	Treating	Ongoing review of activities and work deliverables
<b>R19</b>	Policies are not complied with or updated in adherence to new guidance issued resulting in non-compliance.	Pensions Team	TBC	Open	-	14/06/23	High	Unlikely	AMBER	Reducing	Tolerating	Maintenance of register of policy document and review. Ensure relevant officers and Partners are clear on application of policies.
<b>R20</b>	Cost Cap mechanism resulting in changes to employer / employee contribution rates and additional administration and communication pressures.	Pensions Team	TBC	Open	-	14/06/23	High	Likely	RED	Stable	Tolerating	A challenge by the Fire Brigades Union (FBU) and the British Medical Association (BMA) in relation to the cost control mechanism has been dismissed in the High Court. However remains important to keep informed of developing issues and understand financial impact of current high court challenge and Cost Cap calculations.