

BRUSHFORD PARISH HALL

REGISTERED CHARITY NO: 1176214

Risk Management Policy

The Objects of Brushford Parish Hall CIO are to establish and run a village hall and to promote activities for the benefit of the inhabitants of the Parish of Brushford and surrounding area - Articles of Association - 2017

The Trustees recognise that an effective charity regularly reviews and assesses the risks it faces in all areas of its work and plans for the management of those risks. The implementation of an effective risk management policy is a key part of ensuring that a charity is fit for purpose.

Responsibilities

The Trustees are responsible for the identification, assessment and management of risks and opportunities in pursuit of the charity's objects.

The Trustees are responsible for setting the charity's appetite for risk, determining its tolerance for risk and implementing its responses to risk; and for monitoring that risks are being managed within the charity's appetite and tolerance levels.

Brushford Parish Hall CIO is not of sufficient size to have to report its risks in its Annual Report and Accounts but it must include a business review in the directors' report that must be submitted to the Charity Commission each year.

Risk Identification

The Trustees will need to consider as part of this process:

- the charity's objectives, mission and strategy
- the nature and scale of the charity's activities
- the outcomes that need to be achieved
- external factors that might affect the charity such as legislation and regulation
- the charity's reputation with its major funders and supporters
- past mistakes and problems that the charity has faced
- comparison with other charities working in the same area or of similar size
- examples of risk management prepared by other charities or other organisations

Risk Assessment

The Trustees will need to consider the following areas of risk:

- governance
- operational risk (including health and safety and hygiene risks)
- finance risk
- environmental and external risk
- law and regulation compliance risk

They will need to identify the impact and likelihood of each risk, as a potential exposure, a current exposure after existing responses and the acceptable level of exposure.

Implementation and Monitoring

Risks and their management will be continuously monitored at each Trustees meeting.

Reporting

The Trustees will publish a risk management statement to give readers of the trustees' annual report an insight into how the charity handles risk and an understanding of the major risks the charity is exposed to. This means:

- an acknowledgement of the trustees' responsibility
- an overview of the risk identification process
- an indication that major risks identified have been reviewed or assessed
- confirmation that control systems have been established to manage those risks

POLICY APPROVED BY THE BRUSHFORD PARISH HALL TRUSTEES ON 17th February 2022

Date for next review: 16th February 2023