



RISK MANAGEMENT POLICY

INTRODUCTION

Responsibility for risk management within the Blackdown Support Group rests with the Management Committee. This policy sets out the way in which the Management Committee will discharge that responsibility.

THE POLICY

The Charities Commission guidance is that charities such as the BSG are encouraged to make a risk management statement in their annual report. It is BSG Management Committee policy that we have a risk management system in place and that we will produce a risk management statement in our annual report each year.

METHODOLOGY

Risk management is a continuing process. The aim will be to produce a risk management statement for the Annual Report each year. To achieve this the Management Committee will appoint a sub-committee. The functions of that sub-committee are:

- to carry out the an annual risk review,
- to satisfy themselves that systems or procedures are in place in order to manage those risks,
- to draft the risk management statement.

The risk management sub-committee, which will be appointed on an annual basis, will be chaired by the Vice-Chairman and will include the Treasurer and at least one other trustee. It is expected that the Co-ordinator will normally attend; others may also be invited to contribute.

RISK MANAGEMENT REGISTER AND ACTION PLAN

The sub-committee will carry out its review using the Risk Management Register. This register lists those risks which are assessed to have the greatest impact and likelihood. The register also shows the systems and procedures that should be in place in order to manage each risk. The output of the review should be an Action Plan which shows further action required as a result of the review process each year including proposed changes to the register.

Review Date: May 2017

Approved by Committee on: 9 May 2017

Signed by Chairman:

Next Review Date: May 2020