Amersham United Charity - Risk Management

1. Purpose

This Risk Management Policy has been written for Amersham United Charities to ensure that the Board regularly reviews significant risks and makes plans to mitigate and manage these risks appropriately, and to comply with the Charity's Governance Code.

2. Statement of General Policy

The Board recognise and accept its responsibilities to ensure that risk management is approached comprehensively throughout the Charity.

Major risks are those that would have a significant impact and a likelihood of occurring. If they arose they would have a major impact on the Charity.

3. The Board will

- regularly review the risks it faces in all its Charity associated areas
- assess these risks to determine their severity and the likelihood of occurrence
- take appropriate action to manage risks that have been identified
- review the risk assessment and include in the Board's annual report.

Attached is the Charity's Risk Assessment. This is a live document and those items listed are not limited.

4. Review

The Board will review the contents of, and compliance with, this Risk Management Policy on an annual basis.

5. Approval

Signature:

This Risk Management Policy has been approved by the Board of Amersham United Charities.

30 EV1

(Chair)

Name: Susan Thomas Pounce

Date: 6th July 2022

Reviewed and no changes :10th March 2022 except more up to date register attached below.

| Risk Log | | | | | | | | | | | | | | | | | | |
|--------------|----------------|------------|----------|----------------------|---------------|--|--|-----------------|------|----------------|--|--------|--------|-----|------------|---------------------|--------------|----------|
| Project | | | Amershan | n United Charities | | | | | | | | | | | | | | |
| Co-Ordinator | | | | Simon Partridge | | | | | | | | | | | | | | |
| Last Updated | | | | 07/11/2020 | | | | | | _ | | | | | | | | |
| Risk No. | Risk Author | Date | Status | Risk Owner | Risk Category | Risk (Opportunities as well threats) | Potential Impacts (Which may result in) | Raw | Risk | - | Risk Control Measures currently in place and working | R | esidu | al | Proximity | Date of last update | Date of next | Comments |
| | Autor | | | | | As a result of | (Princi may reserve) | Conseq | Cx1 | CXE | Are your controls working effectively? | Conseq | Lkethd | CXL | | | review | |
| GENERAL | SP | 08/11/2018 | Open | Chair of trustees | Compliance | failure in trustee recruitment | Lack of diversity among trustees. No succession planning. Meetings not quorate | 2 | 2 4 | 4 | egular review at trustee meetings | 2 | 1 | 2 | Long Term | | | |
| | SP | | Open | Trustees | Financial | Long term vacancy | Loss of income. Inability to repay loans | 4 | 1 4 | 4 4 | Regular meetings to review resident wailability. Ensure properties are maintained ind refurbished. | 3 | 1 | 3 | Long Term | | | |
| | SP | | Open | Trustees | Commercial | Risk of increase in Base rate | Increased costs of loans | 2 | 4 8 | 8 F | Review of investments against loanrates | 2 | 2 | 4 | Long Term | | | |
| | SP | | Open | Trustees | Commercial | Risk of cost escalation of works | Increased costs | 1 | 2 2 | | Ensure appropriate contractors and offesionals encaged | 1 | 1 | 1 | Long Term | | | |
| | SP | | Open | Trustees | Financial | Loss of buildings due to fire | Loss of income. Inability to repay loans | 4 | 2 8 | B E | Ensure building fire airms regularly checked | 4 | 1 | 4 | Short Term | | | |
| | SP | | Open | Trustees | Financial | Loss of buildings due to H and S issues | Loss of income. Inability to repay loans | 4 | 2 8 | 8 ^E | Ensure buildings are regularly checked | 4 | 1 | 4 | Short Term | | | |
| DAY'S | LT | | Open | Trustees | Commercial | risk of failing on footpaths at Days due to slippery cobbles | injury to residents | 4 | 2 8 | B | Ensure paths are regularly cleaned | 4 | 1 | 4 | Short Term | | | |
| | SP | | Open | Trustees | Reputational | Risk of fall on stairs at Days | injury to residents | з | 2 6 | | Days stairs have ability to have rails and tair chair fitted | з | 1 | 3 | Long Term | | | |
| | SP | | Open | Trustees | Commercial | Risk of gas leak at Days | injury to residents | з | 1 3 | 3 с | Regular servicing of boiler and landlord hecks. Gas main crosses No 73 and into iolier room outside No73 | 3 | 1 | 3 | Long Term | | | |
| | SP | | Open | Trustees | Financial | Risk of damage to rear wall of Days dur to ivy growth | Repairs needed | 2 | 2 4 | 4 F | Pressurise Chattertons to maintain garden | 2 | 2 | 4 | Long Term | | | |
| | SP | | Open | | Financial | Risk of damage to North gable wall of Days due to river | Repairs needed | 5 | 2 1 | IO F | Regular inspection and action if needed | 5 | 1 | 5 | Long Term | | | |
| | IA | | Open | Trustees | Financial | Risk of leaking water main in roof voids at Dav's | Repairs needed | 3 | 1 3 | 3 | Check insulation is ok | 3 | 1 | 3 | Long Term | | | |
| | IA | | Open | Trustees | Financial | Risk of storm damage at Day's | Repairs needed | 3 | 1 3 | 3 F | Regular inspection and action if needed | 3 | 1 | 3 1 | Long Term | | | |
| | LT | | Open | Trustees | Reputational | risk of injury due to poor condition of entrance passageway at Days | | з | 1 3 | 3 | Ensure regular review of access and keep diacent owners aware of any issues | з | 1 | 3 | Short Term | | | |
| DRAKE'S | LT | | Open | Trustees | Commercial | Risk of injury due to difficult access into Drakes | injury to residents | 4 | 2 8 | B | Ensure steps cleaned and maintained | 3 | 1 | 3 | Short Term | | | |
| | LT | | Open | Trustees | Commercial | into Drakes rear gardens | injury to residents | 4 | 1 4 | • | Ensure access is clear and steps cleaned and maintained. Install lights in passageway | 3 | 1 | 3 | Short Term | | | |
| | SP | | Open | Trustees | Commercial | Risk of gas leak in Drakes | injury to residents | 3 | 1 3 | 5 | Regular servicing of individual boilers and andiords checks | 3 | 1 | 3 | Long Term | | | |
| | SP | | Open | Trustees | Financial | Risk of roof damage at Drakes due to external trees | Roof repairs needed | 2 | 2 4 | | Pressurise BCC/ATC to pollard trees egularly | 2 | 2 | 4 | Long Term | | | |
| | IA | | Open | Trustees | Financial | Risk of storm damage at Drake's | Repairs needed | 3 | | | | | | | Long Term | | | |
| | | | | | | | | | 0 | | | | | | | | | |
| | | | | | | | | | 0 | | | | | 0 | | | | |
| | | | | | | | | | 0 | | | | | | | | | |
| | | | L | | | | | $ \rightarrow $ | 0 | _ | | | | | | | | |
| | | | | | | | | | 0 | | | | | 0 | | | | |

| Risk Author | Person that raised the risk | | | | | | | | | |
|---------------------|--|--|--|--|--|--|--|--|--|--|
| Ref | Original date of identification of Risk | | | | | | | | | |
| at JTDT | Any risk with an high impact >12 | | | | | | | | | |
| Status | Open and a second secon | | | | | | | | | |
| | Closed | | | | | | | | | |
| | Accept | | | | | | | | | |
| Risk Owner | Person monitoring risk and progress | | | | | | | | | |
| Risk Category | Category of Risk - see Key below | | | | | | | | | |
| Risk | Describe situation, use prompt - as a result | | | | | | | | | |
| Potential | | | | | | | | | | |
| Consequences | Describe risk, use prompt - there is a risk tha | | | | | | | | | |
| Potential Impact | What will happen, use prompt - which may result in | | | | | | | | | |
| Raw Score | What is the score if we did nothing - Result of Consequence x likelihood - see Table 1 & 2 below N.B. This is a Raw Score only 0 | | | | | | | | | |
| Risk Control | Any actions that can be identified as countermeasures | | | | | | | | | |
| Score | Once risk control has been identified what is the likely score of it occurring and its effect. | | | | | | | | | |
| Proximity | How close is the risk of becoming an issue | | | | | | | | | |
| Updated | Insert Date of Scoring/identification of Countermeasure | | | | | | | | | |
| review | place | | | | | | | | | |
| Comments | Record any additional comments | | | | | | | | | |

| KEYS | | | | | | | |
|---------------|----------------|---------------------|-----------------|--|--|--|--|
| Risk Category | | | | | | | |
| | Commercial | | | | | | |
| | Compliance | | | | | | |
| | Financial | | | | | | |
| | Reputational | | | | | | |
| | Legal | | | | | | |
| | Governace | | | | | | |
| | Organisational | | | | | | |
| | Planning | | | | | | |
| | Political | | | | | | |
| | Sites (Land) | | | | | | |
| | Technical | | | | | | |
| | Economic | | | | | | |
| | Social | | | | | | |
| | Technological | | | | | | |
| | Environmental | | | | | | |
| | | | | | | | |
| Consequence | Factor | (delay) | Cost (Increase) | | | | |
| 1 | Very Low | 1-month | 5% | | | | |
| 2 | Low | Months | 10% | | | | |
| 3 | Medium | months | 15% | | | | |
| 4 | High | Months | 20% | | | | |
| 5 | Very High | Months | 25%+ | | | | |
| | | | | | | | |
| Likelihood | Factor | | | | | | |
| 1 | Very Low | | | | | | |
| 2 | Low | | | | | | |
| 3 | Medium | | | | | | |
| 4 | High | | | | | | |
| 5 | Very High | | | | | | |
| Proximity | Provimity | | | | | | |
| TIOXITTILY | Proximity | e Within 1 month | | | | | |
| | Immediate | | | | | | |
| | Short Term | 2 to 3 months | | | | | |
| | Mid term | Within 6 months | | | | | |
| | Long Term | Beyond 6 months | | | | | |
| | Unknown | Unknowr | 1 | | | | |