

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

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

4 January 2019

Risk Log															
Project Amersham United Charities															
Co-Ordinator Simon Partridge															
Last Updated 07/11/2018															
Risk No.	Risk Author	Date	Status	Risk Owner	Risk Category	Risk (Opportunities as well threats) As a result of...	Potential Impacts (Which may result in)	Raw Risk			Risk Control Measures currently in place and working <i>Are your controls working effectively?</i>	Residual			Proximity
								Conseq	Likeliht'd	C x L		Conseq	Likeliht'd	C x L	
GENERAL	SP	08/11/2018	Open	Chair trustees	of Compliance	failure in trustee recruitment	Lack of diversity among trustees. No succession planning. Meetings not quorate	2	2	4	regular 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	Regular meetings to review resident availability. Ensure properties are maintained and refurbished.	3	1	3	Long Term
	SP		Open	Trustees	Commercial	Risk of increase in Base rate	Increased costs of loans	2	4	8	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 pofessionals engaged	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	Ensure building fire alrms 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	Ensure buildings are regularly checked	4	1	4	Short Term
DAY'S	LT		Open	Trustees	Commercial	risk of falling on footpaths at Days due to slippery cobbles	injury to residents	4	2	8	Ensure paths are regularly cleaned	4	1	4	Short Term
	SP		Open	Trustees	Reputational	Risk of fall on stairs at Days	injury to residents	3	2	6	Days stairs have ability to have rails and stair chair fitted	3	1	3	Long Term
	SP		Open	Trustees	Commercial	Risk of gas leak at Days	injury to residents	3	1	3	Regular servicing of boiler and landlord checks. Gas main crosses No 73 and into boiler 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	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	10	Regular inspection and action if needed	5	1	5	Long Term
	IA		Open	Trustees	Financial	Risk of leaking water main in roof voids at Day's	Repairs needed	3	1	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	Regular inspection and action if needed	3	1	3	Long Term
	LT		Open	Trustees	Reputational	risk of injury due to poor condition of entrance passageway at Days	injury to residents	3	1	3	Ensure regular review of access and keep adjacent owners aware of any issues	3	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	Ensure steps cleaned and maintained	3	1	3	Short Term
	LT		Open	Trustees	Commercial	Risk of injury due to difficult access 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	Regular servicing of individual boilers and landlords 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 regularly	2	2	4	Long Term
	IA		Open	Trustees	Financial	Risk of storm damage at Drake's	Repairs needed	3	1	3	Regular inspection and action if needed	3	1	3	Long Term

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				
	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				
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 review	Insert Date of Scoring/identification of Countermeasure place				
Comments	Record any additional comments				

KEYS			
Risk Category			
	Commercial		
	Compliance		
	Financial		
	Reputational		
	Legal		
	Governance		
	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	Proximity	e	
	Immediate	Within 1 month	
	Short Term	2 to 3 months	
	Mid term	Within 6 months	
	Long Term	Beyond 6 months	
	Unknown	Unknown	