

ST STEPHEN'S PARISH CHURCH HOUNSLOW

RISK MANAGEMENT POLICY

The Parochial Church Council ('the PCC') of St Stephen's Parish Church must confirm, annually at its Annual Parochial Church Meeting ('the APCM'), that *"it confirms that the major risks to which the charity is exposed, as they have identified, have been reviewed and systems or procedures have been established to manage those risks."*

This risk management will be proportionate, accepting that some risks cannot be avoided and that we routinely live with an element of risk in all that we do as a Parish.

The PCC commits to following the following process in identifying significant risks:

1. We will think about the things that can go wrong and how they could hinder the work of the church – for example: the collapse of the bell-tower, theft from material or monetary resource by a volunteer or employee, the risk of legal action being taken against the church, reputational damage or the effect of a recession.
2. We will divide these risks into categories thus:
 - a. **Governance Risks** – the skills, competence and organisation of the PCC, *etc*
 - b. **Operational Risks** – health and safety, employment, safeguarding and child protection, *etc*
 - c. **Financial Risks** – reserves, cashflow, investments, income stability, fraud, *etc*
 - d. **External Risks** – demographic and employment changes, public reputation, *etc*
 - e. **Regulatory Risks** – fundraising, disability discrimination, HMRC requirements, *etc*
3. We will assess each risk and gauge the following:
 - a. Likelihood
 - b. Impact
4. We will arrive at a decision about each risk in light of the findings under 3. and put in place 'risk-mitigation measures'. These measures should either reduce the risk or reduce the impact if that risk were to happen.
5. We will ensure that all relevant members of the parish community are made aware of and understand how to follow the risk assessment procedures
6. The PCC will review this Policy in September 2023

Signed _____

Date _____