

EASTENDHOMES

RISK MANAGEMENT POLICY

1. STATEMENT OF INTENT

- 1.1 EeH recognises the need for a formal and structured approach to Risk Management that links into the business planning cycle and strategic decision taking of the organisation.
- 1.2 EeH recognises that it has a responsibility to manage opportunities and risks in a structured manner. This will enable EeH to better achieve its business objectives and enhance the value of services it provides to its residents.

2. KEY OBJECTIVES

- 2.1 EeH risk management strategy includes the following key objectives:
- Risk Management is defined as the effective management of both potential opportunities and threats to EeH achieving its objectives
 - the key objective of the process is to enable business and service objectives to be achieved in the optimum way and to control negative factors or risks which would impact on EeH success
 - Risk Management is seen as an integral element of the EeH business culture
 - EeH recognises that it has a responsibility to effectively manage risk and supports a structured and focused approach that includes risk taking in support of innovation for improved service provision.
- 2.2 These key objectives will be achieved by:
- establishing clear roles, responsibilities and reporting lines for Risk Management
 - providing opportunities for shared learning on Risk Management across EeH and its strategic partners
 - assisting contractors and providers in establishing best practice in their Risk Management arrangements
 - embedding Risk Management into EeH business and services planning processes.

3. ROLES AND RESPONSIBILITIES

- 3.1 The Executive Management Team's responsibility in relation to Risk Management issues is as follows:
- assessing and codifying risks
 - drawing up Risk Management Plans, Registering Risks and Monitoring
 - regular reporting to EeH Board
 - communicating and involving staff in Risk Management
 - identifying and exchanging information on emerging risks
 - identifying risks in new projects or new service delivery.

- EMT will include a risk management progress update on a monthly basis at the EMT meeting.
- 3.2 The role of the EeH Board will be to regularly review the main risks faced by EeH. EastendHomes will report monitoring of key risks to the Main Board on a quarterly basis but may make exceptional reports should economic, political, market or other factors dictate.
- 3.3 The EeH Board and EMT will undertake an annual review and updating of the EeH Risk Register.

4. THE PROCESS

- 4.1 EeH will keep a risk register. The register log will cover the following headings including:
- the identification of all risks faced by EeH
 - the level of probability
 - the level of impact both financial and non financial
 - what mitigating action can be achieved to minimise the impact and
 - who is primarily responsible for ensuring that action is taken.
- 4.2 The level of risk will be judged in terms of:
- identification of all risks faced by EeH
 - the level of probability
 - the level of impact both financial and non financial
 - what mitigating action can be achieved to minimise the impact and
 - who is primarily responsible for ensuring that action is taken.
- 4.3 The risk log will be reviewed by the Senior Management Team on a quarterly basis and in more detail at the time of the preparation of budgets and review of the business and corporate plans.

5. TYPES OF RISK

- 5.1 EeH has defined the following key areas of risk:
- Governance and Regulatory Risk
 - Operational Risks
 - Finance Risks
 - Funding related risks
 - Business environment risks
- 5.2 Each of these categories of risk in the Risk Register will contain sections on:
- Description of the risk
 - Mitigating controls
 - Residual risk
 - Action required
 - Likelihood