

ELLINGHAM COMMUNITY TRUST



Policy: Internal Risk Management

Date: 22nd April 2024

This Policy Statement is reviewed annually, by the Trustees of the Ellingham Community Trust ("the Trust") and is applicable to all the activities of the Trust.

The charity is required to conduct a comprehensive risk assessment to identify relevant risks. This assessment ensures Trustees are informed about risks and equipped with procedures to address them effectively. The risk assessment must cover:

- Financial misconduct and abuse
- Data breaches

The charity's electronic equipment and online systems must be safeguarded using appropriate measures, which should be documented and reviewed annually.

Data access and storage must adhere to the General Data Protection Regulation (GDPR), with documented procedures in place.

Any hospitality offered to a Trustee should receive approval from the committee.

All donations received must be recorded.

A register of interests should be maintained.

Risk assessments must be reviewed annually, and the outcomes documented accordingly.

All ECT trustees and staff are invited to comment on this policy and suggest ways in which it might be improved by contacting the Chairman.

Signed Position

Chair of Trustees: David Metcalfe

Date: 22nd April 2024

Ellingham Community Trust is a Charitable Trust funded by Wandylaw Wind Farm Ltd to be disbursed for benefit of the community and parishioners of Ellingham.

<https://ellinghamcommunitytrust.org/>