

TITLE		REF	VERSION
Risk Management Policy		CP018	V5
APPROVAL BODY:		DATE	REVIEW DATE
Corporation Board		30 th April 2024	3rd January 2026
LEAD PERSON		Head of Governance	
EQIA DATE	3rd January 2024	DPIA DATE	3rd January 2024

RISK MANAGEMENT POLICY

Policy Statement

Activate Learning adopts a proactive approach to identifying and managing risks to the Group and its strategic aims. The Corporation Board and its committees work openly and collaboratively with the Group Executive Team to set and implement an appropriate risk appetite and to recognise and manage risks accordingly.

Purpose

This policy sets out our approach to risk management and our responsibilities within that, including how the Group makes use of internal audit.

Scope

This policy applies to all staff and governors of Activate Learning, in so far as the management culture affects us all, and particularly applies to management staff and the Corporation Board.

Responsibilities

The **Corporation Board** is responsible for setting the risk management culture and risk

Reporting: Our reporting structures are designed to ensure that key risks are escalated to the relevant bodies and effective controls are implemented and monitored.

Business planning and budgeting: Our business planning and budgeting process facilitates the setting of objectives, robust action planning and appropriate allocation of resources. We monitor business plans through regular reporting.

Faculties and Divisions: Our Directors ensure that key risks in their directorates are identified, assessed, and mitigated, and will notify the GET about emerging risks. Improvement actions and risk indicators are monitored regularly at directorate level.

Group Risk Register: The Group Strategic Risk Register is a working document which supports risk assessment and mitigations. It is updated with emerging risks as appropriate. The Risk Register is regularly reviewed by the GET, the Audit and Risk Committee and the Corporation.

Internal audit: We operate an internal audit programme that is informed by the Strategic Risk Register and supports the annual review of risk management. Internal audit reports and recommendations are reviewed by the Audit and Risk Committee.

External audit: The Audit and Risk Committee receives feedback on how effective our internal financial controls are, as part of the annual audit.

Third party reports: From time to time we engage external consultants to review key business risk areas.

Annual Review of Risk Management

The Audit and Risk Committee undertake an annual review of how effective our internal controls and risk management are and reports their findings to the Corporation. This review considers both past performance and whether the internal controls will be sufficient for future risk management. The review accounts for the following factors:

The control environment: Are our organisational structures, leadership capability and culture suited to our objectives and targets?

Ongoing risk identification and assessment: Do we identify and address areas of high exposure promptly? Do we effectively prioritise risks and allocate resources accordingly?

Information and communication: Are risk management reporting clear and effective? Are emerging risks and breakdowns in our internal controls promptly identified and addressed?

Monitoring and corrective action: Do we take corrective action quickly when an issue arises? Do we learn from our mistakes?

Business Continuity

We maintain a Business Continuity Plan that ensures that we can respond to unexpected incidents which present a significant risk to the Group. This plan identifies key decision

