

Course Title	An Introduction to Risk Management & Business Planning	Duration	One day	Management
Outcomes	By the end of this training, your delegate will: <ul style="list-style-type: none"> ✓ understand how to operate a risk management system ; ✓ know how to identify areas of risk within the business ; ✓ be able to assess the identified risks ; and ✓ know how to minimise the risk against the business plan. 			
Prerequisites	None			
Session	Aim	Content		
Introduction	Explain the aims of the course and understand particular objectives of individual delegates.	<ul style="list-style-type: none"> ◆ Introductions ◆ Understand the objectives and the process of the course ◆ Agree what outcomes are required 		
Operating a risk management system	Understand how to operate a risk management system.	<ul style="list-style-type: none"> ◆ The importance of risk management ◆ The stages in a model system ◆ Operating a risk management system 		
Identifying risk	Know how to identify areas of risk within the business.	<ul style="list-style-type: none"> ◆ Reporting risk ◆ Auditing systems ◆ Responding to incidents ◆ Changes to best practice ◆ Practice 		
Assessing risk	Be able to assess the identified risks.	<ul style="list-style-type: none"> ◆ Assessing the likelihood of the risk occurring. ◆ Assessing the consequences of risk to the business. ◆ Determining the actual risk using the Risk Matrix. 		
Business planning	Know how to plan day-to-day business in light of the identified risks.	<ul style="list-style-type: none"> ◆ A simple business plan ◆ Minimising risk ◆ <i>Cost v Benefit Analysis</i> ◆ Practice 		
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Cost	Price Code A			
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