

Risk management plan

Item	Risk	High	Medium	Low	Mitigation
Board	Replacement, low recruitment, poor quality, conflicts of interest.				Establish a criteria for selection. Review board performance annually. Agenda item to include for declarations of interest.
Office holders	Turnover, unfamiliar with roles, conflict of interest, mismanagement				Establish criteria for selection. Hold induction meeting and mentor newcomers. Application of policy and procedures.
Staff	Reliance on paid support and sustainability of organisation without operational funding.				Development of committee positions, seek term or project commitment from volunteers, i.e., 12 months as a team representative, continue to develop roles of the Board and committee members, shared engagement of volunteer groups across the organisation
Staff	Turnover, workload, lack of skills.				Monitor role and assess support needed, hold regular review of achievement against criteria.
Volunteer members	Managing volunteer work, use of role to promote professional work or for personal gain or profit.				Establish leadership group and provide regular reminders of MMR principles via newsletters, induction meetings and personal advice.
Supported individuals & groups	Large numbers, misunderstanding of role of MMR, public or social media criticism.				Consider and decide on most effective communications with identified leaders in groups, use induction and refresher meetings to reinforce principles and role.
Professional Liaison Team	Membership fluctuates, interest wanes, employers discourage role.				Informal meetings with selected members, notes of thanks to employers and recognition of members as leaders. Regular PLT meetings and good communications between formal meetings.
Finance	Funding contracts end, no replacement.				Develop list of potential sources, initiate and maintain contacts, apply for relevant funding, support other NFPs advocating for administrative funds.
Sponsor & donors	Purposes of support not realised.				Arrange annual function for all supporter to thank them and keep them advised about MMR.

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Shire	Support varies, organisation demands staff time.				Maintain regular contact with Shire President, CEO and Executive Leadership Team.
Politicians	Critical of quality of performance.				Arrange regular meetings and use informal occasions to keep MPs abreast of work and issues needing support.
Events	Messages, presenters, workshops supported by MMR results in information that is harmful, misleading or not aligned to MMR values.				Appropriate checks of any presentations, training or workshops supported by MMR be peer reviewed, evidence based, do no harm principle and align with MMR values.
Events	Injury to people or damage to property.				Appropriate public insurance in place, event risk management planning and site induction for all volunteers on safety procedures, housekeeping covered at the start of event.
Press	Politicisation of mental health issues and requests for reactions and comments on contentious issues. Risk to reputational damage.				Follow established policies and protocols that only the Chair, PIO respond to media enquiries as stated in: Guiding Principles policy 2021 Communications Policy 2021 Communications Policy for media articles
Press	Avenue of criticism of MMR.				Arrange regular meeting and articles to keep local press informed of work and issues.
Social media	Elusive criticism of MMR or individuals				In addition to using social media, prepare a general overall statement to be issued over all relevant social media as soon as issue emerges.