

**Friends of Riverside 12th July 2016** (Version1)

**PROJECT AND ACTIVITY DECISION MAKING**

Friends of Riverside consider it important to have a uniform approach when deciding which projects and activities we will support.

***Risks:***

1. *The project or activity will not support the aims of our organisation.*
2. *That the outcome, results and benefits of the project or activity cannot be measured or described and are not as expected.*
3. *That the project or activity is not financially viable and that there is a lack of available resources to support to it and ensure a successful outcome.*
4. *That there are health and safety implications arising from the project or activity, because risks have not been considered and appropriate insurance is not in place. That required licences and or permissions have not been obtained.*
5. *That there is no children and vulnerable adults safeguarding policy for projects and activities involving children and vulnerable adults.*
6. *That a project or activity excludes people because of their race, age, gender or disability? (Exceptions are where an activity or project is specifically intended for a certain sector of the population e.g. a toddlers play day. Alternatively, the nature of the project or activity is such that it may be inappropriate or unsuitable for a certain sector e.g. toddlers attending an adult computer skills workshop).*
7. *That the project or activity is to support or promote party politics.*

***Policy Objectives:***

1. *That the projects and activities supported by Friends of Riverside are as per the aims and purposes of our organisation.*
2. *That Friends of Riverside are able to gauge the outcome of a project or activity and quantify or describe how it has been of benefit to members of the community.*
3. *That consideration is given to financial viability and resources available, so that projects and activities are successfully completed and effective.*
4. *That health and safety implications arising from projects and activities are assessed for risk and that due consideration is given in respect of insurance and licences.*
5. *That safeguarding for children and vulnerable adults is in place for projects and activities.*
6. *That no one is excluded from participation in projects or activities because of their race, age, gender or disability. However, it is also recognised that some activities and events are targeted at certain sectors of the population and that some activities and events may be unsuitable for everyone.*
7. *That the project or activity is not intended to support or promote party politics.*

**PROJECT AND ACTIVITY DECISION MAKING POLICY**

1. Friends of Riverside Trustees will consider projects and activities to ascertain if they will support the aims of our organisation.
2. Friends of Riverside Trustees will consider the expected outcome of an activity or project and also how to measure the results and benefits. This will be required to evaluate if the outcome has been successful.

1. Projects and activities should be considered financially viable, with an availability of resources to support successful outcomes.
2. Friends of Riverside Trustees will consider whether any health and safety implications arising from a project or activity have been effectively assessed and that appropriate provision will be in place and that required licences, permissions and insurance have or are being obtained.
3. Friends of Riverside Trustees will consider if safeguarding of children and vulnerable adults is required for a project or activity and if action has or will be taken to put this in place.
4. Friends of Riverside Trustees will not support projects or activities where any person is excluded from participation because of their race, age, gender or disability. However, we recognise that some activities and events are targeted at certain sectors of the population and that some activities and events may be unsuitable for everyone and will take this into account in our decision making.
5. Projects or activities intended to support or promote party politics will not be supported.
6. This policy is to be reviewed annually or if a review is considered warranted by the Friends of Riverside Trustees e.g. because of changes in the law or other reason. A report reflecting this will be presented at the annual meeting. The policy will be held online and updated with any amendments as appropriate.

*This policy was proposed and agreed at a minuted meeting of the Friends of Riverside Trustees on 12/07/2016*

**POLICY REVIEWS**

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| **Review Meeting Date** | **Have the Trustees agreed that the current policy is effective and appropriate?**  **Yes or No and comments** | **If the Trustees agree that the current policy should be amended, then what action is or has been taken in this respect. Please specify how the policy has been amended and date of amendment** | **Date of meeting of the Trustees and where amendments have been agreed and minuted** | **Date the Friends of Riverside Website updated** |
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