Business Risk Assessment

HWB Chartered Accountants Business & Tax Advisers

HWB's Business Risk Assessment lets you find out where your business may be vulnerable.

Designed around the needs of owner-managed businesses and sympathetic to the constraints they face, the service takes the form of a step-by-step risk analysis session that puts the key areas of your business under the spotlight. The tangible benefits include:

- Comprehensive review of common risks that may be developing within your business
- Demonstrates the priority areas for concern
- Provides clearly defined action proposal
- Allows you to take preventative action to avoid unnecessary potential business disruption
- Validates the smooth-running areas of operation within your business

This valuable service can be carried out in a morning or afternoon and uses an insurance industry endorsed analysis tool in a simple laptop format which requires no detailed advance preparation.

The service provides you with the peace of mind and clear direction to help you safeguard your business and interests.

What is involved?

The analysis comprises of:

- A one-to-one or one-to-few Q & A session, involving the business owner or senior staff member(s)
- A report with suggested actions for the client to consider
- A review session with the client to discuss the findings from the report and consider future actions

The analysis considers risks associated with business in fifteen areas.

Financials, customers & markets	*Security*	*Employment*
Premises management	*Cash*	*Health & safety*
Building maintenance	*Embezzlement*	*Environmental management*
Disaster planning	*IT security*	*Credit management*
Vehicle management	*Financial Protection*	*Contracts & administration*

Central to the analysis session is a computer-based tool with over 300 questions covering the fifteen risk areas, analysing the risks and associated management control.

Where will the analysis take place?

Both the analysis and review sessions are normally conducted at your premises for convenience, although HWB's own premises are available if interruptions are likely.

HWB
Chartered Accountants
Business & Tax Advisers

Who is involved?

The business owner or another senior individual with organisation-wide knowledge and awareness should answer the analysis session questions. Some answers may need to be confirmed by reference to company records, although most are relatively straightforward.

The review session to discuss the analysis report and future actions can accommodate more of the management team as required.

How long will the service take?

The analysis session has been developed with the convenience of business owners in mind and should normally be completed in around three hours. A report will be available within a week of the analysis session. The review session should be convened as soon as this report has been produced. This session enables provisional answers to be confirmed, the analysis findings to be discussed and resulting actions agreed.

Is there any preparation work involved?

It is not necessary to undertake an extensive review of company records prior to the Q & A analysis session. However, it may be useful to have one or two individuals to call upon occasionally to check documents to help complete the analysis on the day.

If you are unsure over the answers to a few questions then these should be confirmed before the review session is completed and a final report produced.

What happens afterwards?

Once the analysis and review sessions and report have been completed, we will contact you again after an agreed time to discuss if further assistance is required.