



## RISK MANAGEMENT POLICY

### CONTEXT STATEMENT

*Risks are inherent in all aspects of Australian Rules football and The Claremont, Subiaco and West Perth District Football Development Councils and affiliated clubs acknowledge the role of risk management as critical to the safe and controlled provision of the sport to players, officials and spectators.*

The Claremont, Subiaco and West Perth District Football Development Councils and affiliated clubs are committed to managing risk in accordance with the process described in Australian/New Zealand Standard 4360:1999 Risk Management.

This Standard requires the Claremont, Subiaco and West Perth District Football Development Councils and affiliated clubs risk management strategy be a systematic hierarchical driven process to identify, analyse, assess, communicate and treat risks that can adversely impact on the performance and standing of the organization.

The range of risks that the Football Club needs to be prepared to deal with will include:

- Public & Professional Liability responsibilities
- Occupational Health & Safety responsibilities
- Financial Management
- Organisational Management and Operational practices

**PURPOSE:** The purpose of this policy is to provide a framework for the elimination or control of all risks associated with the Claremont, Subiaco and West Perth District Football Development Councils and affiliated clubs activities.

**SCOPE:** The successful implementation of the Risk management Policy requires a consistent and systematic approach to risk management at all levels of the Club's operation.

In order to manage risk in accordance with best practice, the Club will comply with the requirements of A/NZ Standard 4360:1999 risk Management as well as the Club's established ethical standards and values.

**OBJECTIVES:** The objectives of the policy are:

- Identify, report and analyse the Club's liability associated with its range of risks
- Encourage the ongoing identification and reporting of potential risks
- Determine the magnitude of risks
- Develop a risk register
- Develop, prioritise and implement ongoing plans and strategies to address risks
- Promote and support risk management practices throughout the Club
- Gain organisational support for risk management undertakings
- Educate members on good risk management practices
- Minimise the cost of insurance claims and premiums
- Protect the Club's corporate image as a professional, responsible and ethical organisation

The risk management system will be reviewed annually at the Annual General Meeting of the Football Club to ensure the actions remain appropriate and effective.

# RISK MANAGEMENT METHODOLOGY

## ESTABLISH A RISK MANAGEMENT COMMITTEE

A Club Risk management Committee comprising the Club's Risk Management Officer and two additional Members, with a developed understanding of a football club's risk issues to be formed to instigate a comprehensive risk management review of all of the Club's activities.

## RISK IDENTIFICATION

The risk management committee shall be responsible for the establishment of a Risk Register and the setting of plans and strategic timeframes for treatment of risk.

## RISK ASSESSMENTS

The risk assessment analyses the exposures identified, quantifies the likelihood of certain events occurring and determines the consequences, both financial and operational.

The following are provided as a guide:

<b>Player Safety</b> <ul style="list-style-type: none"><li>• The playing surface, fences and goal/behind posts</li><li>• Sufficient qualified trainers &amp; coaches</li><li>• Medical checks on players</li><li>• Team hygiene practices</li><li>• Player change-room facilities</li><li>• Emergency medical equipment</li><li>• Availability / accessibility to emergency services</li></ul>	<b>Recreation Reserve - Operational</b> <ul style="list-style-type: none"><li>• Public viewing areas</li><li>• Scoreboard / timekeeper facilities</li><li>• Vehicular movement and parking areas</li><li>• Public conveniences</li><li>• Crowd control</li><li>• Food/beverage handling and selling areas</li></ul>
<b>Official Safety</b> <ul style="list-style-type: none"><li>• Secure umpire rooms</li><li>• Competent umpire escorts</li></ul>	<b>General</b> <ul style="list-style-type: none"><li>• Money handling</li><li>• Player / Official valuables security</li><li>• Building security</li></ul>

## SAFE OPERATING PROCEDURES

The Risk Management Committee will prepare safe operating procedures for all areas identified as presenting any risk to the organisation; other aspects that may be included are: Emergency planning; Contractor management and Visiting Club management.

## MONITORING & REVIEW

It is incumbent on the Football Club's Risk Management Committee to review the performance of the risk management systems and changes which might affect it on an annual basis.

Records are to be maintained for the following:

- Hazard identification
- Risk assessments
- Accident / incidents
- Player health monitoring