



RISK MANAGEMENT POLICY

Rationale

Risks are inherent in all aspects of Australian Rules Football and Hampton Rovers Football Club acknowledges the role of risk management as critical to the safe and controlled provision of the sport to players, officials and spectators.

The Hampton Rovers Football Club is committed to managing risk in accordance with the process described in Australian/New Zealand Standard 4360:1999 Risk Management.

This Standard requires the Hampton Rovers Football Club's risk management strategy is 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 Hampton Rovers Football Club's activities.

Scope

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

In order to manage risk in accordance with best practice, the Football 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.

Who is affected by the Policy

This policy applies to all members, administrators, officials, coaches, players and visitors of the Hampton Rovers F.C.

Timing

This policy was accepted with 'nil' objections at the October 9th 2012 Club Meeting and is effective from 30/10/2012



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 to ensure the actions remain appropriate and effective.

RISK MANAGEMENT METHODOLOGY

Establishing a Club Risk Management Committee

A Club Risk management Committee comprising the Club's Risk Management Officer, two Committee Members and two player representatives, 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:

Player Safety

- The playing surface, fences and goal/behind posts
- Sufficient qualified trainers & coaches
- Child Safeguarding practices
- Team hygiene practices
- Player change-room facilities
- Emergency medical equipment



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- Availability / accessibility to emergency services

Official Safety

- Secure umpire rooms
- Umpire change-room facilities
- Competent umpire escorts

Recreation Reserve - Operational

- Public viewing areas
- Scoreboard / timekeeper facilities
- Vehicular movement and parking areas
- Public conveniences
- Crowd control
- Food/beverage handling and selling areas

General

- Money handling
- Player / Official valuables security
- Building security

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 and 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

Policy Review

The policy will be reviewed on an annual basis to ensure it remains current and practical.



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Document Control

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