



# Anglesea SLSC Policy Document

Reference: 022

Reviewed: 04/2017

## **TITLE: Risk Management**

### **PURPOSE**

The purpose of this policy is to:

- Communicate the commitment of Anglesea Surf Life Saving Club (ASLSC or the Club) to managing risk associated with its activities and;
- Provide a high level statement relating to risk management, reporting and accountability for use throughout the whole of the Club.

### **INTRODUCTION**

The Australian Risk Management Standard (AS ISO 31000:2009) defines risk management as the “coordinated activities to direct and control an organisation with regard to risk”. This policy is aligned to reflect this standard. Risk will manifest itself in many forms and has the potential to impact the health and safety, environment, community, reputation, regulatory, operational, and financial performance of ASLSC.

Risk is inherent in all aspects of ASLSC’s activities and whilst many of these risks cannot be eliminated they can be identified, assessed, controlled or mitigated and managed. Risks that impact on the objectives of ASLSC may offer both opportunity and threat. By understanding and managing risk in a consistent way, ASLSC provides greater certainty and confidence to its employees, members, contractors, and the broader community.

The purpose of this policy is to ensure a consistent approach is applied to all risks across the Club operations and that ASLSC has clear guidelines for the assessment, control, monitoring and reporting of material risks.

### **SCOPE**

The policy applies to all employees, members and contractors who are required to complete work at ASLSC workplaces and environs.

### **POLICY**

ASLSC recognises and manages risk as a fundamental component in the delivery of its business strategy and objectives for the current and future operations of the Club. In managing risk ASLSC recognises that it is obligated to:



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- Provide a safe environment for all employees, contractors, members, volunteers and visitors;
- Comply with all relevant legislation and SLSA/LSV Policies;
- Manage its financial resources in a responsible manner; and
- Maintain and protect Club assets.

## RESIDUAL RISK RATING

The assessment of risk includes the analysis of both the severity and likelihood of a risk event to identify that events residual risk. Residual risks can be rated from Extreme, a critical or catastrophic event with a very high degree of exposure to the Club, through to Insignificant, where the risk event can be managed through the Club's routine procedures. The range of Residual Risk Ratings and their descriptions is shown in Table 1.

The Club's Risk Register should include an up-to-date assessment of its key residual risks. Activities or exposures identified as Extreme or High residual risk need to be controlled, monitored and included in reports and meetings of the ASLSC Board. Moderate residual risk activities or exposures require specific mitigation, monitoring or response procedures. However, it is not mandatory that they are report to the Board. Minor and Insignificant Risks can be managed through routine procedures and do not require specific monitoring and reporting. Table 1 provides ASLSC's approach to dealing with residual risk.

## RELATED POLICIES

- SLSA Risk Management Policy (no. 6.09)
- SLSA Risk Management Procedures (no. 6.09a)

## RELATED LEGISLATION

- Occupational Health and Safety Act 2004

## ATTACHMENTS

- ASLSC Risk Management - Procedures



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Table 1: Residual Risk Ratings

Residual Risk Rating	Description	Minimum Treatment Required	Action	Accountability
Extreme	A catastrophic risk that will result in organisational failure. Will be detrimental for the whole organisation for a prolonged period.	Reject and avoid or mitigate	Immediate action required in consultation with the President to either avoid the risk entirely or to reduce the risk to a lower rating through mitigation and controls. Mandatory to include in Board reports	President, ASLSC Board
High	Risks which significantly jeopardise some aspects of the organisation, but which will not result in organisational failure.	Accept and mitigate	These risks need to be mitigated with actions as required. Risk managers needs to be assigned these risks. Mandatory to include in Board reports	ASLSC Board, Relevant Director/s
Moderate	Risks which provide ASLSC with moderate exposure that can be managed.	Accept	Manage by specific mitigation, monitoring or response procedures.	Director/s, Area Manager/Leader
Minor	Risks that may be ongoing but can be managed in the normal course of operations. Minor exposure.	Accept	Manage by routine procedures.	Area Manager/Leader,
Insignificant Risk	Very minor risks that may be of a low exposure and short term nature or extremely unlikely.	Accept	Manage by routine procedures.	Area Manager/Leader



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