



Risk Management Plan

Date of Issue: 28 October 2016

Version: 1

Controlling Body: Lacrosse WA



Lacrosse WA – Risk Management Plan

Version	Date reviewed	Date endorsed	Purpose	Author
Draft A	28/10/16		Initial draft	Executive Officer
1	28/10/16	30/10/16	For Use	Executive Officer



PURPOSE

This Risk Management Plan specifies how risk management will be conducted by Lacrosse WA and how it will be integrated with other management activities and processes.

For the purposes of this Risk Management Plan, risk is defined as possible outcomes that could adversely impact Lacrosse WA's financial performance, assets, reputation, people or the achievement of its objectives. The Risk Management Plan specifies how risks are to be managed and associated responsibilities.

DEFINITION

A risk is defined by the Australian/ New Zealand Standard for Risk Management (AS/NZS 31009:2009) as:

“...the possibility of something happening that impacts on your objectives. It is the chance to either make a gain or a loss. It is measured in terms of likelihood and consequence.”

ROLES AND RESPONSIBILITIES FOR RISK MANAGEMENT

Board

- The Board recognises that risk is inherent in all of its activities and that effective management of risk is necessary in order to protect the organisation against potential loss.
- The Board will maintain a risk management framework consistent with the guidelines and principles as set out in the Australian Risk Management Standard ISO: 31000:2009, and as supported by the Standards Australia Guidelines for Managing Risk in Sport and Recreation.
- The Board will ensure that risk management is integrated into Lacrosse WA's culture and business operations at a strategic, operational and project level.
- Understand a Risk Management Plan is a tool to improve the delivery of lacrosse in Western Australia.
- The Board will be mindful of the need to achieve a balance between the costs of managing risk and the anticipated benefits.
- The Board has ultimate responsibility for approving and monitoring the effectiveness of the risk management framework, and assessing whether the organisation has in place adequate risk management and internal control mechanisms.
- The Board delegates to the Executive Officer the responsibility for undertaking risk reviews and the design and implementation of appropriate risk management systems.



STAFF

- The Executive Officer is responsible for ensuring that a risk management process is established, implemented and maintained in accordance with the Risk Management Plan and is ultimately responsible for the management of risks in the business.
- Accountable for the development, implementation, monitoring, reviewing and updating of the Risk Management Plan.
- It is the responsibility of all staff to ensure that risks are identified, reviewed and monitored on an ongoing basis.
- Have an extensive knowledge of the Risk Management Plan and how it relates to clubs.
- Broadly communicate the Risk Management Plan to all relevant stakeholders.
- Regularly update the Board on the implementation of the Risk Management Plan.
- Assist volunteers engaged by Lacrosse WA, in the implementation of the Risk Management Plan.

CLUBS

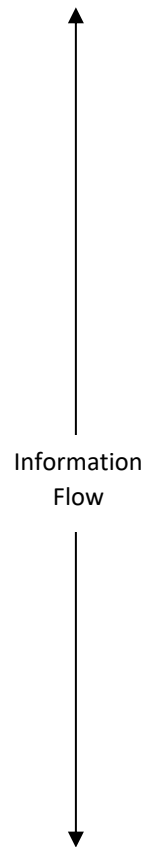
- Have an adequate working knowledge of the Risk Management Plan and how it relates to their club.
- Implement and monitor relevant aspects of the Risk Management Plan where it relates to their club.
- Promote the Risk Management Plan to club members.
- Contact Lacrosse WA for clarification and assistance with implementation of any necessary areas of the Risk Management Plan.
- Provide regular feedback to LWA in regards to required modifications to the Risk Management Plan.
- It is recommended clubs have their own Risk Management Plans which integrate relevant aspects of LWA's Risk Management Plan. It should be recognised that the LWA Risk Management Plan does not hold harmless clubs from any claim or action taken directly against clubs.

MANAGING RISK IN THE SSA

To ensure that the Risk Management Plan remains current and relevant to Lacrosse WA the following timelines will be strictly adhered to:



	Monthly	Annually	Biannually
Board	Dedicated line in the agenda to risk management in Board meetings	Detailed review of the Risk Management Plan to identify additions or changes.	Engage external consultant to provide detailed review of Risk Management Plan.
Staff	<p>Communicate to Board any changes required to the Risk Register.</p> <p>Communicate to stakeholders any processes / strategies established or changes relevant to the management of risk.</p>	<p>Assist Board in the detailed review of the Risk Management Plan.</p> <p>Facilitate gathering of information / feedback from clubs.</p>	Assist in external review.
Clubs	<p>Remain informed of changes to the Risk Management Plan and how they relate to clubs.</p> <p>Provide feedback to Board on the content and implementation of the Risk Management Plan.</p>	<p>Assist Board in the detailed review of the Risk Management Plan.</p> <p>Provide feedback / information to LWA.</p>	Assist in external review.



This Risk Management Plan should be read in conjunction with the Lacrosse WA Risk Management Strategy.

Adopted by the board: 30 October 2016

Reviewed and updated: 28 October 2016

Scheduled review: October 2017