

# Flinders Park (Junior) Football Club

## Risk Management Plan/ Risk Register



### Context

Risks are inherent in all aspects of Australian Rules Football and the Flinders Park (Junior) 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 Flinders Park (Junior) Football Club is committed to managing risk in accordance with the relevant processes and current standards.

This Plan and Register has been created in accordance with the FPJFC Risk Management Policy to maintain a record of identified risks and the responses and actions taken as a result.

### Risk Register

Risk	Description of risk	Existing Controls	Residual Risk Rating	Outcomes/ Action required	Residual risk accepted	Next review date
Liability of members/ administrators	Individual liability of members and administrators	<ul style="list-style-type: none"> <li>• Incorporation</li> <li>• Constitution</li> <li>• Policies &amp; Procedures</li> </ul>	B2 - Low	No further action	Yes	
Legislative Breach	Breach of Legislative requirements (Discrimination, Harassment, Privacy, Child Protection, etc)	<ul style="list-style-type: none"> <li>• Constitution</li> <li>• Governance structure</li> <li>• Establishment of Junior Committee and regular Committee meetings</li> <li>• Policies &amp; Procedures</li> <li>• Member Protection Policy</li> <li>• Codes of Behaviour</li> <li>• Complaint Policy and Procedures</li> <li>• Insurance Policy through JLT Insurance</li> <li>• Regular communication to members</li> <li>• Starclub Status</li> </ul>	B2 - Low	No further action	Yes	31 <sup>st</sup> August 2015

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Risk	Description of risk	Existing Controls	Residual Risk Rating	Outcomes/ Action required	Residual risk accepted	Next review date
Environment	Unsafe environment leading to injury	<ul style="list-style-type: none"> <li>• League Rules and Regulations</li> <li>• Governance structure</li> <li>• Strategic Plan</li> <li>• Member Protection Policy</li> <li>• Codes of Behaviour</li> <li>• Complaint Policy and Procedures</li> <li>• Volunteer Policy</li> <li>• Yearly advice of volunteer requirements to all existing and new volunteers</li> <li>• Accreditation of all coaches</li> <li>• Player Management Policy</li> <li>• Duty Statements for all key roles</li> <li>• Match day inspections of ground and facilities</li> <li>• Insurance Policy through JLT Insurance</li> <li>• Regular communication to members</li> <li>• Starclub Status</li> </ul>	B2 - Low	No further action	Yes	31 <sup>st</sup> August 2015

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Risk	Description of risk	Existing Controls	Residual Risk Rating	Outcomes/ Action required	Residual risk accepted	Next review date
Sports Injury	Injury to players while training or playing football	<ul style="list-style-type: none"> <li>• League Rules and Regulations</li> <li>• Governance structure</li> <li>• Member Protection Policy</li> <li>• Codes of Behaviour</li> <li>• Complaint Policy and Procedures</li> <li>• Volunteer Policy</li> <li>• Accreditation of all coaches</li> <li>• Player Management Policy</li> <li>• Preparation via training</li> <li>• Match day inspections of ground and facilities</li> <li>• Insurance Policy through JLT Insurance</li> <li>• Regular communication to members</li> <li>• Starclub Status</li> </ul>	B2 - Low	Junior Committee to ensure all controls are monitored on an ongoing basis to ensure they are in place	Yes	31 <sup>st</sup> August 2015
Financial	Financial loss due to poor management or fraud	<ul style="list-style-type: none"> <li>• Strategic Plan</li> <li>• Yearly budgets</li> <li>• Monthly financial reporting to committee</li> <li>• Reporting to Senior Treasurer</li> <li>• Financial audits</li> <li>• Duty Statements</li> <li>• Succession plan</li> </ul>	B2 - Low	No further action	Yes	

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### Risk Rating Matrix

Likelihood	Consequences				
	1 - Insignificant	2 - Minor	3 - Moderate	4 - Major	5 - Catastrophic
A - Rare	Low	Low	Medium	High	High
B - Unlikely	Low	Low	Medium	High	Extreme
C - Moderate	Low	Medium	High	Extreme	Extreme
D - Likely	Medium	High	High	Extreme	Extreme
E - Almost Certain	High	High	Extreme	Extreme	Extreme

#### Likelihood descriptions:

Rare	The event may occur only in exceptional circumstances.
Unlikely	The event could occur at some time.
Possible	The event might occur at some time.
Likely	The event will probably occur in most circumstances.
Almost certain	The event is expected to occur in most circumstances.

#### Consequence descriptions:

Insignificant	No injuries, low financial loss, no real effect on operations.
Minor	First-aid treatment, medium financial loss, minimal effect on operations.
Moderate	Medical treatment required, high financial loss, significant effect on operations.
Major	Extensive injuries, loss of production capability, major financial loss, major effect on operations.
Catastrophic	Death, huge financial loss, catastrophic effect on operations.

#### Risk Rating descriptions:

Extreme	Immediate action required
High	Senior management attention needed
Medium	Management responsibility must be specified
Low	Manage by routine procedures.

This document was endorsed by the Flinders Park (Junior) Football Club committee on 2<sup>nd</sup> March 2015. It can be amended by the committee at any time, however in the absence of changes it will be reviewed again on 31<sup>st</sup> August 2015.