



# RISK MANAGEMENT POLICY

## Overview

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Central Coast Basketball recognises that the organisation is exposed to certain risks due to the nature of its activities and the environment in which it operates. A key to Central Coast Basketball's success is the effective management of risk to ensure its organisational objectives are achieved and stakeholders are not affected.

## Policy Statement

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Central Coast Basketball has established a Risk Management Policy which provides the framework for how risk will be managed within the organisation. The Risk Management Policy forms part of the governance framework of the organisation.

We will use our skills and expertise to identify risks across the organisation. Central Coast Basketball will also identify operational controls in place which manage risk. We will assess the size or degree of risk by considering the potential impact to our operations. Risks will be ranked in a common and consistent manner according to consequence and likelihood, and a Risk Register will be maintained containing material risks to the organisation.

Risk treatment actions and plans will be developed for risks which are unacceptable to the organisation. Risks, and the effectiveness of the risk management system will be monitored on a regular basis and we will communicate and consult with relevant stakeholders on our approach to managing risk.

## Risk Tolerance

Our tolerance for adverse risks will be used to determine which risks are treated through the development of risk treatment actions to manage risks to an acceptable level. During this process, we will consider additional control measures to manage the risks to acceptable levels. CCB is extremely mindful that all athletes should be able to train, play and attend events that are both beneficial for them delivered in a safe and meaningful environment.

## Accountability

The General Manager as the organisations Risk Manager is accountable to the Board for the implementation of the risk management process. The Board, through its appointed Director is ultimately responsible for the management of risks in the business. The Board will monitor and review the implementation of the risk management program.

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## Risk Management Framework

### Process

#### 1. Establishing the Context

The following represents a summary of the scope of Central Coast Basketball Risk Management activities.

Risk Category	Risk Name/Description
Compliance/Statutory	Inadequate compliance systems in place which may result in issues relating to the State Sporting Association (SSO) or potential fines or litigation for breaches of laws relating to working with children or breaching compliance/statutory obligations.
Operational	Disruption to day-to-day activities that results in potential loss of income via low productivity. Events that may cause shut down of the stadium and loss of income generation programs.
Financial/Funding	Failure to effectively manage the financial resources of the organisation which may result in financial loss or financial mis-management.
Stakeholder	Potential financial shortfalls from key stakeholders including sponsors, suppliers, parents of athletes, State Government, Local Government resulting in potential impact to service delivery.
Social	Socio-economic factors of the region we service and impact on programs, athlete numbers, sponsor revenue and Local Government contributions via LGA grants
Political/Economic	Changes in the political landscape (Federal, State and Local) resulting in loss of engagement with local MP's which may have an adverse effect on the business.
Work Health and Safety	Failure of staff (paid and volunteer) to follow procedures resulting in potential injury and or a health and safety incident. Alternatively, there is also an acknowledgment that unavoidable Workplace Health and Safety incidents can occur that are outside of the control of the CCB or its staff.
Reputational	Adverse media attention and/or heightened concern of the region we service.

#### 2. Risk Assessment

Having established the context and broad categories of risk for Central Coast Basketball, the process of assessing the potential risks can be identified. There are three stages:

- Risk Identification
- Risk Analysis
- Risk Evaluation

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**Risk Identification**

Following are the risks the Academy may be exposed to.

<b>Risk Category</b>	<b>Risk Name/Description</b>
Compliance/Statutory	<ul style="list-style-type: none"> <li>• Failure to meet the Aims of the organisation as detailed in the Associations Articles.</li> <li>• Inadequate policy framework.</li> <li>• Inadequate employment collateral (agreements, TFN declarations etc)</li> </ul>
Operational	<ul style="list-style-type: none"> <li>• Inadequate IT systems;</li> <li>• Access to office is compromised;</li> <li>• Long term health issue for a CCB employee;</li> <li>• Natural disaster;</li> <li>• Inadequate security measures.</li> </ul>
Financial/Funding	<ul style="list-style-type: none"> <li>• Inability to raise adequate funding from; Stadium operations, Events, Local Government (grants), Sponsors, State Sporting Organisations, fund raising activities such as ASF and athletes via their representative levy.</li> </ul>
Stakeholder	<ul style="list-style-type: none"> <li>• Inability to attract and retain suitably skilled people to the Board;</li> <li>• Inability to adequately staff CCB programs with volunteer support (coaches, assistant coaches, managers);</li> <li>• Inability to attract and retain athletes to CCB programs;</li> <li>• Inability to effectively engage with funding partners including State and Local government, sponsors and SSO.</li> </ul>
Social	<ul style="list-style-type: none"> <li>• Inability of families to afford participation costs including playing levy, travel, uniform, competition opportunities.</li> <li>• Inability to attract sponsors due to economic profile of region;</li> <li>• Inability of Local Government Area to provide adequate funds for CCB.</li> <li>• Inability to ensure the stadium is maintained to the highest order possible.</li> </ul>
Legal/Commercial	<ul style="list-style-type: none"> <li>• Breach of Working with Children guidelines;</li> <li>• Inability to effectively promote the CCB brand;</li> <li>• Breach of statutory requirements.</li> <li>• Legal challenges to the organisation.</li> <li>• Inability to renew the lease from Central Coast Council which would limit the ability to conduct indoor sporting activities, programs and competitions</li> </ul>
Political/Economic	<ul style="list-style-type: none"> <li>• Change of State Government causing funding shortfalls across sport and active recreation;</li> <li>• Change of philosophy for funding sport by State or Federal Government;</li> <li>• Lack of support from local Members of Parliament.</li> <li>• Lack of support by Central Coast Councillors.</li> </ul>
Work Health and Safety	<ul style="list-style-type: none"> <li>• Inadequate implementation of site safety requirements by volunteer staff resulting in injury to staff or athletes;</li> <li>• Inadequate supervision of participant during games, training camps/competitions.</li> <li>• Failure to follow the Public Health Order specific to sport and safety of participants (CV-19)</li> </ul>
Reputational	<ul style="list-style-type: none"> <li>• Adverse media that negatively impacts on CCB reputation;</li> <li>• Inadequate service delivery levels for CCB programs.</li> </ul>

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## Risk Management Matrix

The risk matrix lets you rate a risk based on its consequences and likelihood. The matrix is constructed using the five levels of likelihood and the five levels of consequence, and contains the following four levels of risk:





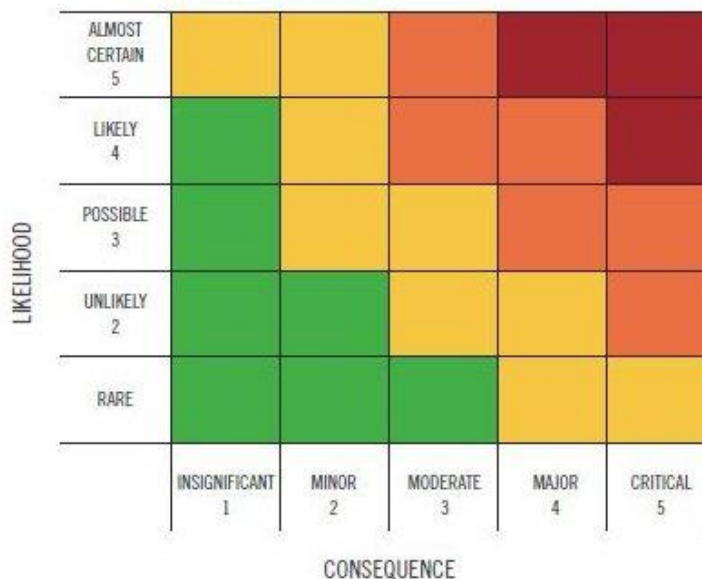
Extreme	
High	
Medium	
Low	

DIAGRAM 3: EXAMPLE RISK MATRIX



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