



North Launceston Football Club Incorporated

Standard Operating Guidelines

Risk Management Policy

First Edition as ratified by the North Launceston Football Club Inc. Committee
of Management May 2010

Introduction

The effective management of risk is central to the success of the North Launceston Football Club (NLFC).

It is critical that NLFC has a robust Risk Management Framework in which material risks are proactively identified, communicated and managed across all aspect of the football club.

Risks are defined as any event that can impede the clubs ability to achieve its objectives.

NLFC recognises that risk management is an integral part of sound management practice and good corporate governance as it improves decision making and enhances outcomes and accountability.

Purpose of Policy

The purpose of this policy is to articulate NLFC's risk management philosophy and the

Process and practices that are in place to identify communicate and manage material

Risk's across the football club operations. The policy also ensures that responsibilities have been appropriately delegated for risk management.

Policy Objectives

The application of this policy and related procedures will provide the basis for a robust risk management framework which comprises:

- (i) Confident and rigorous decision-making and planning;
- (ii) Identification of opportunities and threats;
- (iii) Proactive management of opportunities and threats;
- (iv) Effective allocation and use of resources;
- (v) Appropriate incident management and reduction in loss and the cost of risk, e.g. commercial insurance premiums;
- (vi) Transparent and accountable management designed to improve stakeholder confidence and trust;
- (vii) Providing a clear understanding by all employees, volunteers and players of their roles, responsibilities and authorities for managing risk;
- (viii) Improved compliance with relevant legislation;
- (ix) Enhancing corporate governance; and
- (x) Developing a risk aware organisational culture through enhanced communication and reporting of risk.

North Launceston Football Club Risk Management Framework

North Launceston Football Club has processes in place to identify manage and communicate material risks to the Committee of Management via appropriate sub committee's duly formed to identify, manage, control and communicate risk.

Roles and Responsibilities

Committee of Management (COM)

The NLFC COM has overall responsibility for risk management including strategic, project, football operations, catering and fundraising and other operational risks.

The NLFC COM oversees the delegation of risk management via COM representation as leaders on club sub committees

The COM reviews on a monthly basis the effectiveness of the system. In particular the COM considers and reviews reports form sub committee leaders in respect to risk and considers recommendations in respect to risk arising from sub committee reports:

The COM shall act in a timely manner to remedy any area of weakness in respect to risk

The COM shall at least on an annual basis engage an external qualified accounting practice to audit the club affairs and systems.

Sub Committee

A member of the COM shall be appointed consistent with the NLFC constitution to act as head of the following sub committees:

- Corporate Partnering and Marketing
- Finance
- Fundraising
- Football
- Zone Development
- Food and Beverage

Paid Employees

Paid employees of NLFC are responsible for:

- Identifying, communicating and managing risks in their area of operations; and
- preparing risk analysis reports concerning their area of operations (biannual)