



Risk Management Essentials; Tools for Coastal Managers & Volunteers

13 June 2019

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VMIA's purpose is to build a confident, resilient Victoria through world leading harm **prevention** and **recovery**.



Build your risk management knowledge and give you some tools

Risk Management Essentials

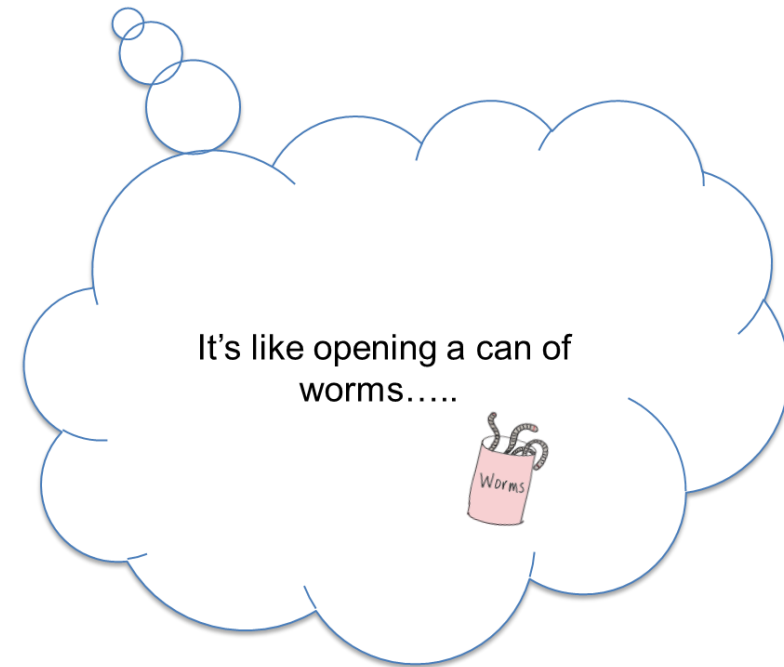
Risk Management Tools

Activity

Wrap up

Write or draw your response:

What is risk
or
What risk management means to me



A photograph of a wooden walkway or boardwalk that leads into a dense, foggy landscape. The walkway is made of dark wooden planks and has wooden railings on both sides. The fog is thick and white, obscuring the background and creating a sense of mystery and uncertainty. The sky is a pale, hazy blue.

RISK
is the
***“effect of uncertainty
on objectives”***

Source: ISO 31000:2018



What is Risk Management?

“Coordinated activities to direct and control an organisation with regard to risk”

Source: ISO 31000:2018

Risk Management is
Everyone's Responsibility

IMPORTANT



As a guide, you should be identifying and reviewing risks at least once a year, or as required.



- PESTLE Analysis
- Risk Assessment



Using PESTLE Analysis

P – Political

E – Economic

S – Social

T – Technological

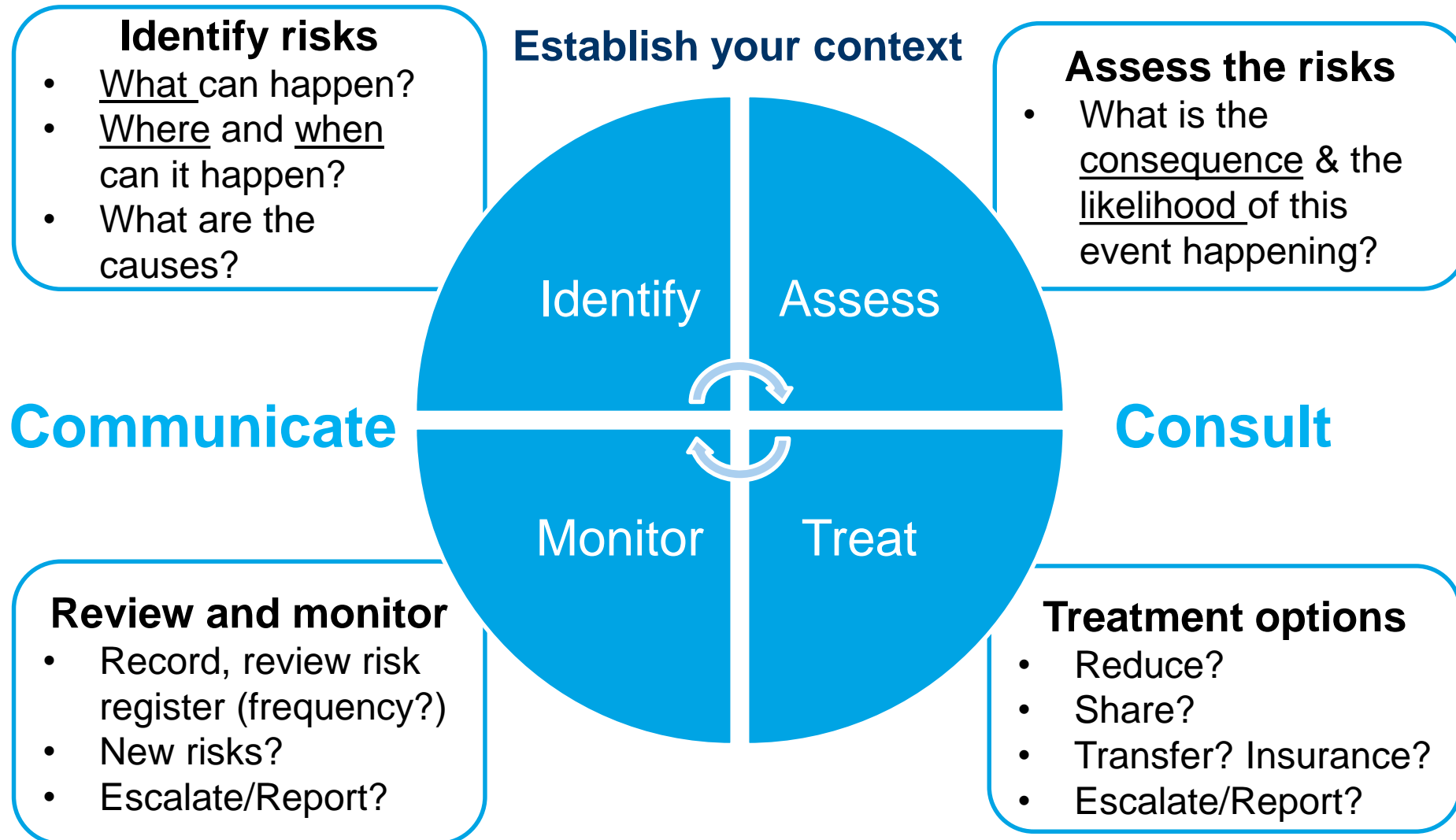
L – Legal

E – Environmental



A process to identify, assess, treat and monitor/review risks



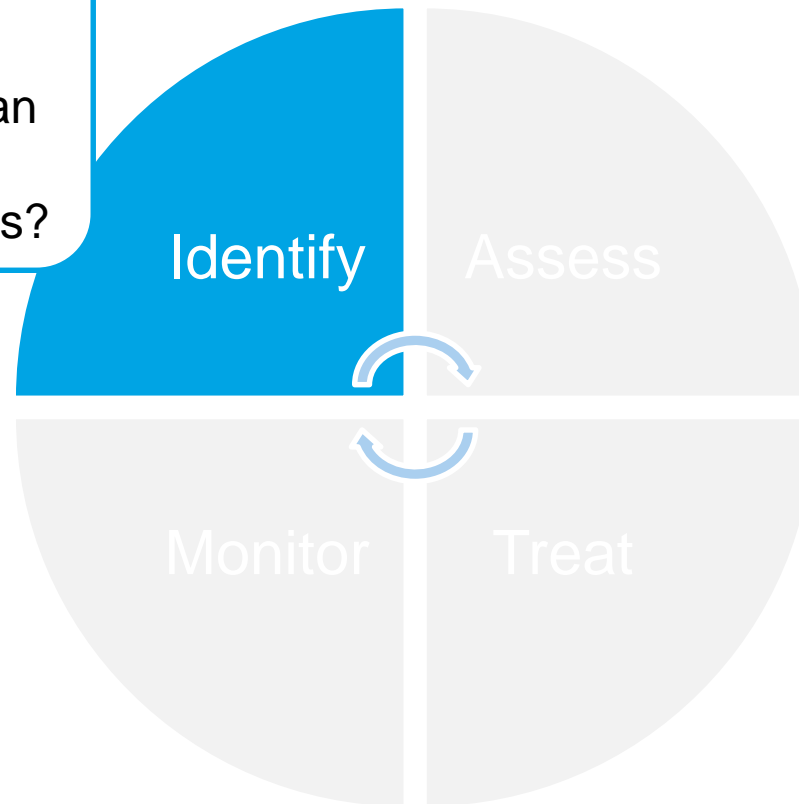


Establish Your Context



Identify risks

- What can happen?
- Where and when can it happen?
- What are the causes?

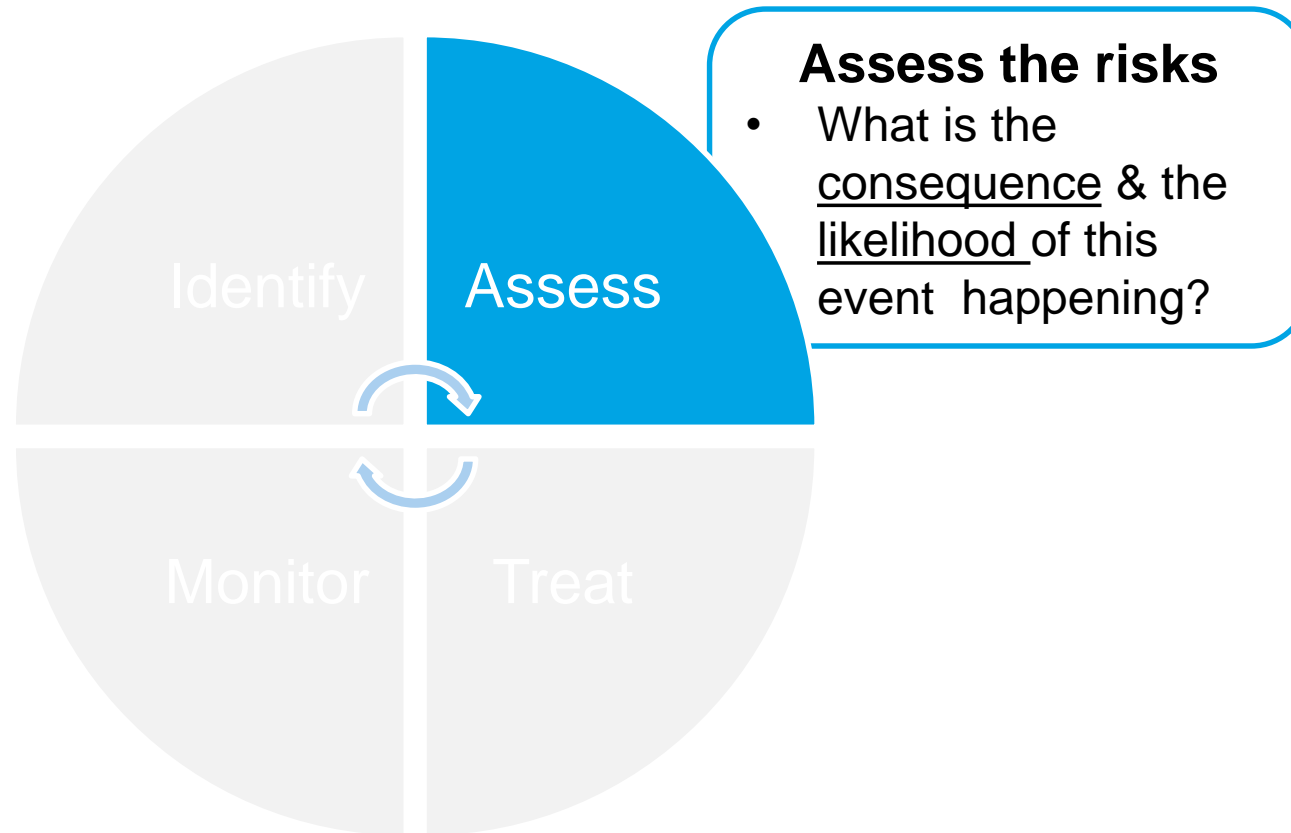


- Brainstorming sessions
- Community feedback, complaints, incidents
- Historical information, records or reports
- Interviews or community consultation forum
- Physical Inspections
- Surveys and questionnaires



Examples of Categories of Risk





Consequence Rating

Consequence	Description
Low	Financial (under 10% of annual income and/or cash balance) Safety (minor injury possibly requiring on-site first aid only) Assets/maintenance (minor repairs or remediation) Relationship management (local issue for committee resolution, user satisfaction affected for a short period)
Medium	Financial (10 - 40% of annual income and/or cash balance) Safety (injury requiring medical attention) Assets/maintenance (major repairs/remediation or construction work) Relationship management (issue raised at DELWP or with local council, major issue impacting user satisfaction in the long term)
High	Financial (over 40% of annual income and/or cash balance) Safety (life-threatening or permanent injury or death) Assets/maintenance (irreversible damage to reserve or loss of asset) Relationship management (issue raised with police or at court level for resolution or action, issue causing irreparable damage to relationships with users)

Likelihood Rating

Likelihood	Description
Low	Could occur at some time (less than once in 10 years)
Medium	Might occur at some time (at least once in 3 years)
High	Will probably occur in most circumstances (at least once a year)

Source https://www2.delwp.vic.gov.au/__data/assets/pdf_file/0030/46488/13-Sept-2016-CoM-guidelines-Nov-2015-all-chapters.pdf.pdf

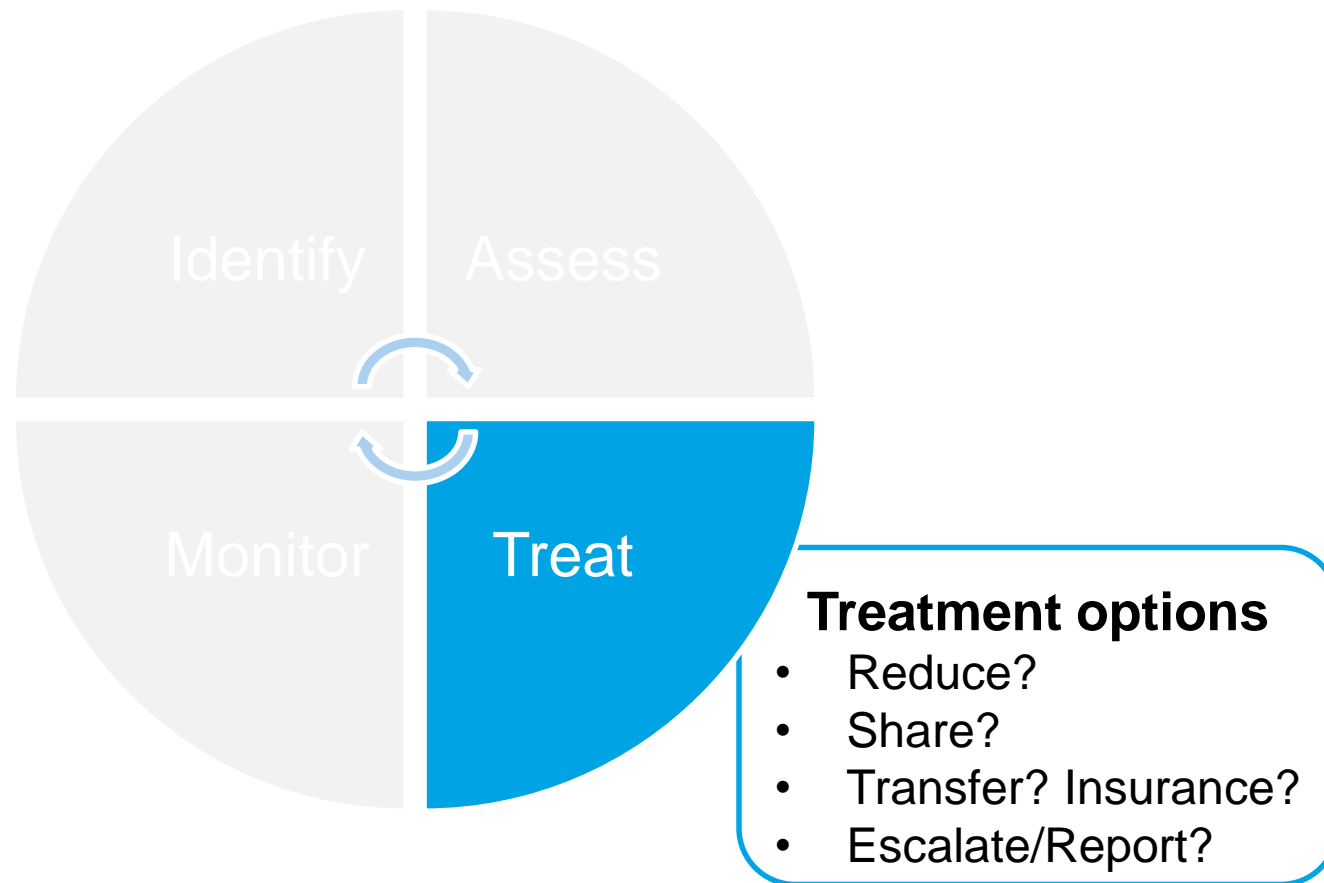
C X L = Risk Rank

		Consequence		
Likelihood		High	Medium	Low
High	A	A	B	
Medium	A	B	C	
Low	B	C	D	

Source https://www2.delwp.vic.gov.au/__data/assets/pdf_file/0030/46488/13-Sept-2016-CoM-guidelines-Nov-2015-all-chapters.pdf

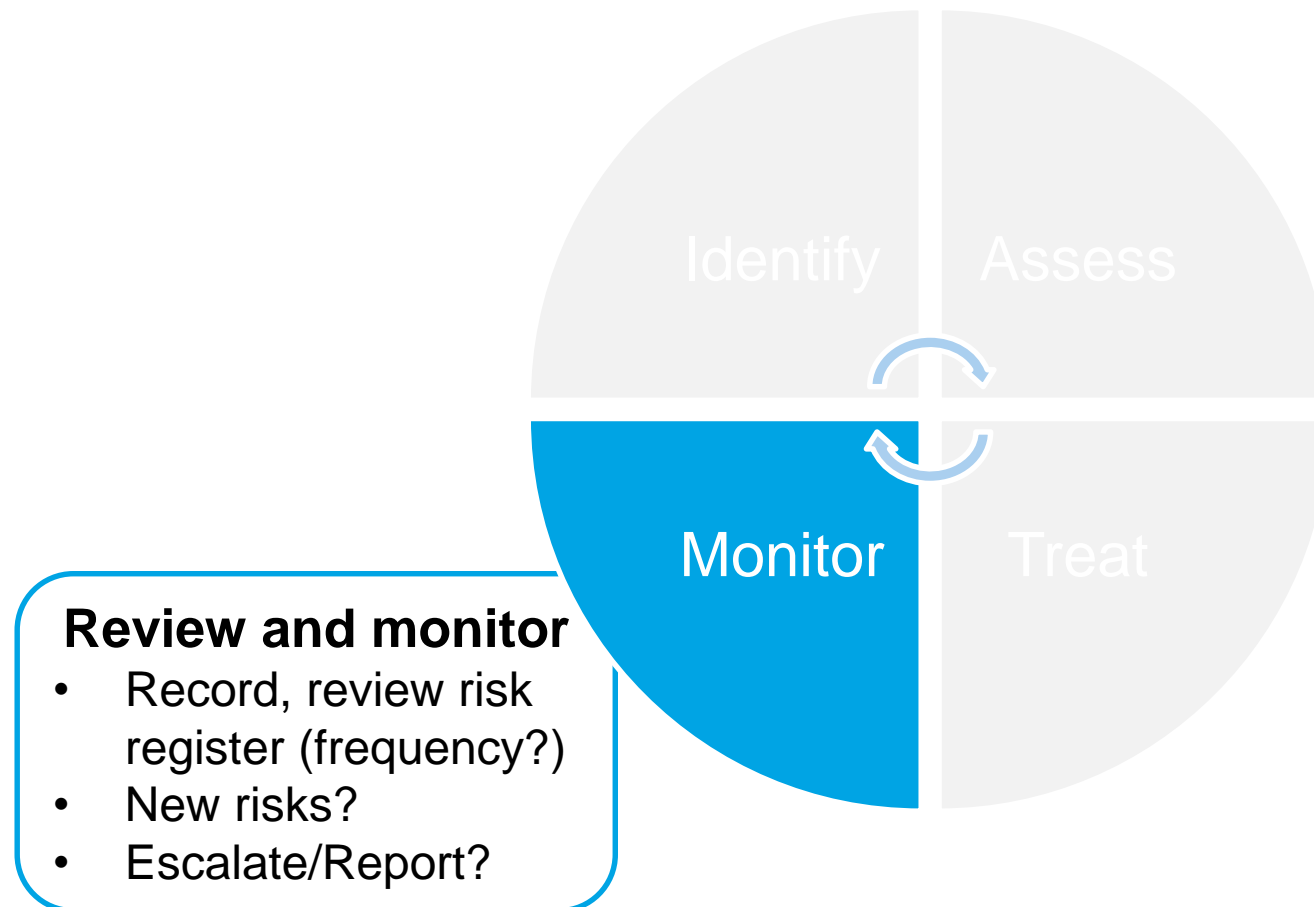
Rank	Classification
A	Risk is intolerable and cannot be justified on any grounds.
B	Risk must be reduced unless the cost or effort of reducing the risk is grossly disproportionate to the benefits gained.
C	Risk may be reduced unless the cost or effort of reducing the risk is disproportionate to the benefits gained.
D	Maintain current systems of monitoring and review. Generally, no additional action is required to reduce the risk.

Source https://www2.delwp.vic.gov.au/__data/assets/pdf_file/0030/46488/13-Sept-2016-CoM-guidelines-Nov-2015-all-chapters.pdf



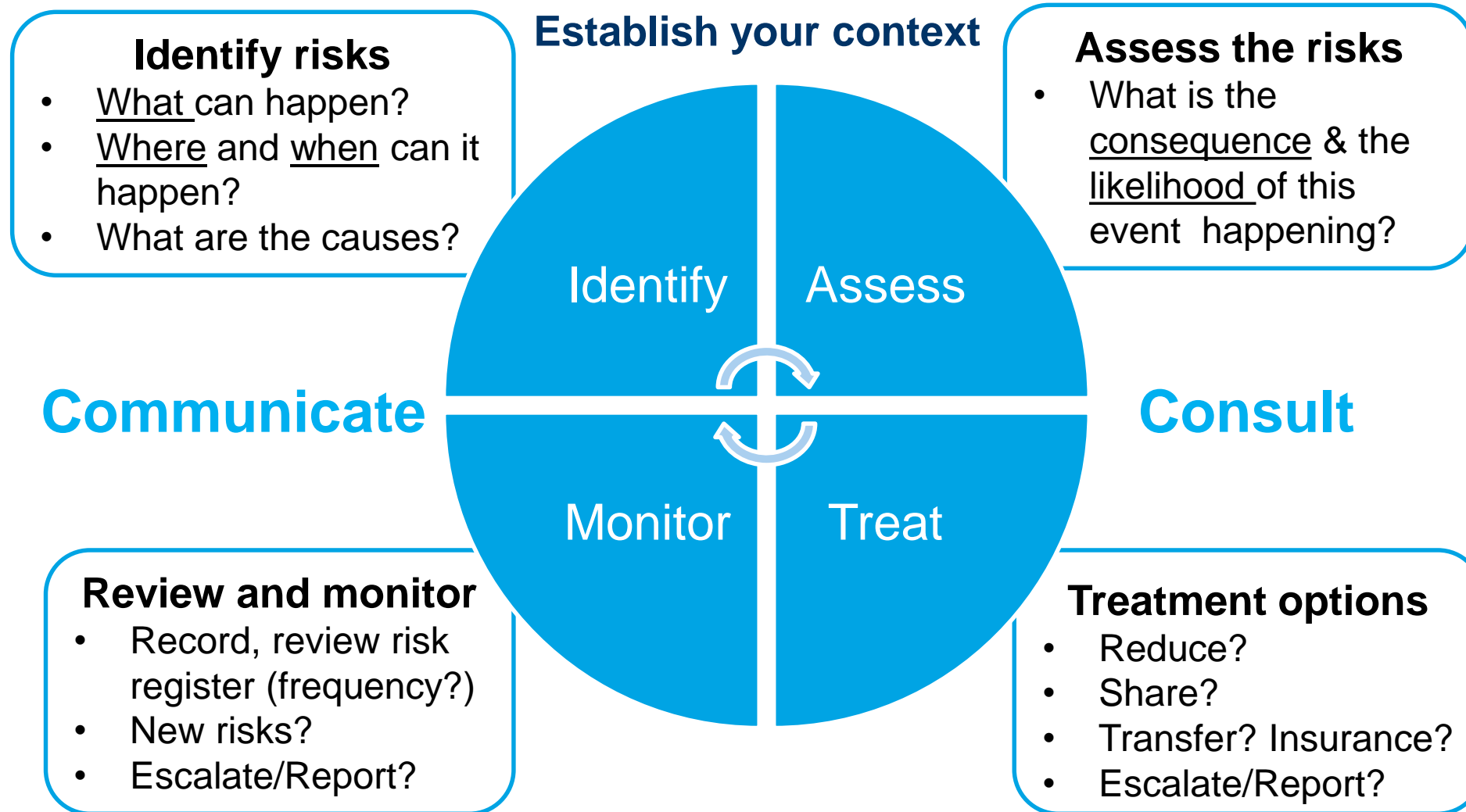
Balance between risk and effort





Review and Monitor

Risk category	Risk example	Existing control(s)	Effectiveness of existing control(s)	New control	Effectiveness of new control	Revised Likelihood	Revised Consequence	New Score
Safety	Branch falls onto tent and campers camping under trees	Check dangerous branches annually	Satisfactory	Fence off dangerous trees and erect signage to warn campers of the risk	Good	Low	High	B
Safety	Injury to a new volunteer as a result of risky behaviour	New volunteers work alongside experienced volunteers	Satisfactory	Conduct occupational health and safety training for volunteers	Good	Low	Medium	C
Safety	Person injured at private function in hall for hire	Regular inspection of hall for physical risks	Satisfactory	Require or provide hirer's insurance	Good	Medium	Low	C
Relationship management	Dispute with reserve tenant	Tenant invited to regular committee meetings	Satisfactory	No further action at this time	Satisfactory	Medium	Medium	B





In your groups identify and assess risks for your organisation or use the mock scenario. Use template to record your risks

⚠ Risk Assessment Activity Template

Identify and assess risks

Risk category	Risk example	Causes	Consequence	Likelihood	Rank and Classification	Treatment
<i>Safety</i>	<i>Overhanging branches causing injury to person</i>	<i>High winds have increased in past months</i>	<i>High</i>	<i>Medium</i>	<i>A – Risk is intolerable and cannot be justified on any ground</i>	<i>Remove risk – cut over hanging branches</i>

We covered:

- What is risk
- What is risk management
- Who is responsible for risk management
- How often should you review your risks
- Risk tools – PESTLE and Risk Assessment

