

Swimming WA Incorporated

Risk Management Policy

TABLE OF CONTENTS

1. Policy Overview and Purpose.....	3
2. Risk Management	3
3. Responsibilities	3
4. Confidentiality and Reporting	3
5. Related Documents.....	3
6. Version Control	4

1. Policy Overview and Purpose

Swimming WA acknowledges that risks are inherent in many aspects of swimming. Swimming WA also acknowledges that it faces a variety of other risks related to the pursuit and delivery of its strategy and day-to-day operations. For these reasons, Swimming WA understands the importance of a structured and systematised approach to the identification and management of risks.

Swimming WA is committed to managing and minimising risk by identifying, analysing, evaluating and treating risks to ensure Swimming WA has the best prospects for achieving its strategic objectives and maintaining effective and efficient operations for the benefit of its members, participants, clubs, coaches, officials, staff and the broader community.

Swimming WA will regularly monitor, review and report on the effectiveness of its approach to risk management and aims to develop and maintain a risk aware culture. It will do this by adhering to the principles reflected in *ISO 31000:2018 Risk Management – Guidelines* as follows:

2. Risk Management

- Risk management activities are integral to Swimming WA and will be **integrated** across all Swimming WA areas and activities;
- Swimming WA will ensure a **structured and comprehensive** approach to risk management;
- Swimming WA's approach to risk management will be **customised** and appropriate for the nature and scale of the organisation and the risks it faces;
- Swimming WA will be **inclusive** of relevant stakeholders to improve risk awareness and better inform its risk management efforts;
- Swimming WA will be **dynamic** in anticipating, detecting, acknowledging and responding to changing circumstances, events and the risk landscape;
- Swimming WA's risk management efforts shall utilise the **best available information** and inputs, spanning historical, current and predictive information from all relevant and available stakeholders;
- Swimming WA acknowledges that **human and cultural factors** influence all aspects of risk management and will promote a risk aware culture; and
- Swimming WA will strive for **continuous improvement** in its risk management performance.

3. Responsibilities

Swimming WA directors and officers recognise and acknowledge their responsibilities for effective risk management. These include providing leadership and direction, allocating appropriate resources, monitoring and responding to information as it becomes available and encouraging a culture where speaking up and raising concerns is encouraged.

4. Confidentiality and Reporting

Breaches of this policy must be reported to SWA Management within 14 days of any occurrence. Breaches of this policy must be kept confidential, and disclosure to any third party beyond SWA Management is not permitted unless disclosure is:

- Necessary as part of the corrective process; or
- Required by law.

5. Related Documents

Related SWA documents include the following:

- SWA Constitution
- SWA Risk Management Framework
- SWA Risk Register

6. Version Control

Version	Issue Date	Approved By	Approval Date	Review Date
1.0	October 2021	Board	28 October 2021	2023
2.0	April 2024	Board	20 June 2024	September 2025