1.   Volleyball New Zealand Risk Management Policy

2.   Purpose

The purpose of the risk management policy is to:

- Develop a "risk-aware" culture where risks are identified and associated opportunities to respond quickly and effectively are put in place.
- Develop risk management models and implement leading practices.
- Ensure stakeholders recognise that Volleyball New Zealand manages its risks responsibly.
- Provide guidance regarding the management of risk to support the achievement of the Volleyball New Zealand's objectives.

3.   Scope

This policy applies to all Volleyball New Zealand events, programmes and activities. It forms part of the overall strategic plan and governance framework. It applies to all employees, contractors and volunteers.

All staff and the Board should take an active role in leading Volleyball New Zealand to become risk management focused. Accountability for managing operational risks rests with the Chief Executive and staff.

4.   Risk Governance

Everyone is responsible for managing risks, however certain roles carry certain responsibilities. Outlined below are the roles and responsibilities for risk management within Volleyball New Zealand:

Board	● Review risk management for Volleyball NZ ● Approve governance policies
Audit and Risk Committee	● Regular review of risk management activities ● Oversight of risk management ● Ensure risks are identified, assessed, monitored and reported to the Board
Chief Executive	● Accountable to the Board and other key stakeholders for the efficient and effective management of strategic, operational and project risk within Volleyball New Zealand
Staff	● Ensure all staff comply with the risk management policies and procedures ● Identify, assess, manage, monitor and report project risks to the CE

5. Risk Management Process

The risk management process can be applied at any stage in strategic planning, policy development, project management and other operational activities. The following steps must be taken such as: establishing the context, identifying the risk, analyse the risk, evaluate the risk, treat the risk, monitor and review the risk.

6. Risk Categories

The following are some of the risk categories to be assessed and included in the risk register and in risk reporting.

- Delivery of products, services and events
- Human resources and capability
- Political
- Information and knowledge management
- Image and reputation
- Board, CE, Management time
- Financial performance
- Information technology
- Legal

7.   Risk Register

A Risk Register shall be maintained which lists in summary form all risks identified. This shall be updated at least twice a year.

Where required, an in-depth Risk Management Plan shall be managed which lists all planned activities to reduce or manage risks.

8.   Risk Reporting

The Chief Executive shall report to the Board twice yearly on risk management activities or after any event or when there are issues to be noted. This report shall include an update of the risk register highlighting any changes from the previous report.

9.   Review and Approval

The Board will review the risk management policy every two years.

RISK MANAGEMENT PROCESS

Establish the Context

- The internal context
- The external context
- The risk management context
- Develop Criteria for assessing risk
- Decide the programme structure

Identify Risks

- What can happen?
- When and where?
- How and why?

Analyse Risks

Identify existing control

Determine Consequences	Determine Likelihood

Determine level of risks

Evaluate Risks

- Compare against criteria
- Set risk priorities

Treat Risks

- Identify treatment options
- Evaluate treatment options
- Prepare and implement treatment plans
- Analyse and evaluate residual risk
- If residual risk is acceptable: **Monitor and Review**
- If residual risk is unacceptable: **Communicate and Consult**