

Risk Management

Risk Management is a process of systematically identifying risks and eliminating or reducing the likelihood and consequences of a risk occurring. Even with the most basic of risk management systems in place a cricket club will be better equipped to provide a safe environment for all players, officials and volunteers to enjoy the sport of cricket.

The Cricket Australia National Club Insurance Program is one element of all cricket clubs risk management program. JLT Sport, in conjunction with Cricket Australia, have developed a number of easy to understand, simple risk management resources to assist clubs in creating a safe environment for their members. These resources are outlined below.

Checklists

Checklists are one of the most simple and practical resources a cricket club can implement as part of a risk management plan. The sample checklist included in this handbook is designed to assist clubs to provide a safe environment to participate in the sport of cricket and ultimately reduce claim costs and potentially insurance premiums. If claim's costs can be reduced or maintained at a reasonable level, the future insurance premium costs to clubs will also be kept at a minimum.

Therefore, it is in the best interests of the Cricket Australia National Club Insurance Program and each individual club that checklists are utilised in an effort to minimise claims, which ultimately will be to the benefit of the entire cricket community.

The following page contains an example of a Game Day Checklist which is intended as a guide only, however it is strongly recommended that clubs utilise a tailored checklist as an integral part of their Risk Management efforts.

Online Risk Management

New to the Cricket Australia National Club Insurance Program in 2005/06 was the development of a basic online Risk Management training module. In 2006/07 this training is now **compulsory** for all clubs to complete as part of the registration process with the Program.

To complete this online training log onto www.jltsport.com.au/cricketaustralia.

Support by clubs in addressing risk management strategies will greatly assist in provide a safe environment and minimising premiums.

Game Day Checklist Procedures

WHAT IS THE PURPOSE OF COMPLETING CHECKLISTS?

Checklists are now part of the overall Risk Management culture of each club. They are an important part of the Australian Cricket National Club Insurance Program ("The Program") and the purpose in their completion is to ultimately reduce the risk of injury to participants, spectators, organisers and the general public. It is a condition of the Program's Liability policy that clubs, affiliations and associations support this initiative. The main aim is to create awareness of situations that may contribute to an injury and rectify them where possible.

WHO HAS TO COMPLETE THEM?

All clubs competing at the ground on game day should take part in the completion of the checklist. The form asks for a home team representative and an away team representative to sign the form once they are satisfied with the conditions.

If the association is responsible for proceedings on game day (i.e. shared common ground), then an association representative may take responsibility for the completion of the form. However, the participating clubs should still review the questions and sign the form to ensure that they are satisfied with the conditions prior to the commencement of play.

All clubs should choose a suitable person that will be responsible for this activity (and a back up if he/she is not available).

WHEN SHOULD THEY BE COMPLETED?

The checklist should be completed prior to the commencement of play of the first game on game day.

WHAT DO WE DO IF THE CONDITIONS CHANGE DURING A GAME OR DURING THE DAY?

If the conditions change during a game or at another time during the day common sense should prevail and the checklist process should be revisited. The full extent of the checklist process may not be required at this stage, however your decision to continue or postpone play due to possible danger to persons should not be swayed merely because the form was signed earlier indicating that conditions were safe to play.

In the event that the conditions do change significantly enough for this to be revisited, the situation should either be rectified (e.g. glass removed) or the competing clubs should meet to decide whether conditions are too dangerous to continue play (e.g. extreme storm conditions). Ultimately, the responsibility for these situations will rest with the clubs. But once again, common sense should be the over riding factor.

WILL I BE HELD RESPONSIBLE IF I SIGN THE FORM?

The intention of the checklist is not to hold club officials responsible should someone get injured. It is simply a form that facilitates a discussion between the clubs about the overall state of the playing condition. By signing the form there is a sense of formalising the process.

For those concerned with this process, we would like to assure you that insurance cover exists under the Program to protect club officials in the case of wrongful acts or errors. However, club officials still have a duty of care to provide safe conditions for participants. Cover will not exist for officials who show wilful negligence or disregard for these responsibilities.

WHAT HAPPENS TO THE CHECKLIST ONCE IT HAS BEEN COMPLETED?

The original checklist should be retained by the home club (or association if a common ground). A copy should be attached to the results for the day and sent in to the association.

HOW LONG DO WE KEEP THEM FOR?

These forms should be retained for a minimum of seven (7) years for future reference.

WHAT IF ONE CLUB DECLINES TO SIGN THE FORM?

If one club declines to sign the form due to dissatisfaction of playing conditions, the risk should be identified and rectified to a standard that provides safe conditions. Once both clubs are satisfied, the form should be able to be signed and play commenced.

If conditions prove unsatisfactory and are unable to be rectified, common sense should prevail. Play should never commence until safe conditions are available to all participants.

Additional copies are available by phoning JLT Sport on 1300 655 684.