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### Statement

The intention of the South West TAFE Board is to ensure the management of risks which impact on the Institute's ability to achieve its strategic goals.

The Board delegates responsibility to the Chief Executive Officer (CEO) to develop structures, processes, procedures and guidelines to carry out the Board's intent in relation to risk management.

It is acknowledged that risk management is distinct from, but related to, legal compliance, auditing and quality control. Therefore, the framework is designed to ensure a coordinated approach between these processes is achieved.

South West TAFE will use its best endeavours to comply with:  
[Australian Standard ISO 31000:2009- Risk Management: Principles and guidelines](#)

### Strategy

The Risk Management Statement of Intent will be implemented using the following strategies:

- An Audit, Risk & Compliance Committee (ARC) will be held bi-monthly, in conjunction with the monthly Institute Management Group (IMG) Meeting.
- One of the main functions of the ARC Committee and IMG will be to manage South West TAFE's Risk Register, facilitate actions required to minimise risk, and monitor the effectiveness of the risk management system.
- Information about risks will be gathered from various sources, including the OHS & Emergency Planning Committee and other working parties dealing with other risk sub-categories. Information may also come directly to the ARC via Centres/Departments or Stakeholders.
- The CEO will report to the Board and Board committees via a risk management report.
- Feedback regarding risk management will be provided by the Board and Board committees, via the CEO and ARC, to relevant Centres/Departments and all Stakeholders.
- Action plans to control risk will be implemented by Centres/Departments, and for High and Extreme risks, by the ARC.
- The risk management process will be supported by documentation including: Statements of intent for each risk category, procedures, guidelines and work instructions.

The key categories of risks will be:

- Occupational Health & Safety (OHS);
- Facilities;
- Information Communication & Technology (ICT);
- People & Culture (P&C);

- Teaching & Learning (T&L) including teaching delivery, student support, customer service and commercial income
- Financial (FIN);
- Sustainability (SUST);
- Contract Management (Contracts)
- Governance