

Autism Spectrum Australia (Aspect) recognises that risk is an inherent part of the environment in which it operates and that it presents both challenges and opportunities. Aspect considers taking a proactive approach to understanding and managing risk to be one of its major continuous improvement strategies and an essential way to provide greater certainty and confidence for our key stakeholders. Understanding and managing risk is also essential to the strategic plans we make for the future.

Aspect's Risk Management Framework identifies three categories of risk - corporate, project and local - and defines criteria for the assessment of consequence of those risks. This approach to risk assessment supports Aspect's planning and decision making around identified risks.

Aspect's risk management is governed through Board and Audit & Risk Committees and managed by the Corporate Risk Management Committee.

The Staff Committee comprises of representatives from both corporate and service areas, bringing together a range of data and experience to the table so that the best possible judgements can be made about corporate risk and how risks can be better managed. The Committee prioritises those areas of the business which require improvement and then brings to the Audit & Risk Committee's attention those corporate risks which are regarded as extreme or high.

Project risk refers to those projects and initiatives prioritised in Aspect's Strategic and Business Plans. Project risks are reported to the Board or one of its Committees whenever these projects or initiatives identified in the plan are considered by them. The project risks are managed by the staff responsible for the project, which is always led by a member of the Executive who has the ultimate management responsibility for the project.

Managing local risk is the responsibility of all managers and staff on a daily basis. Aspect maintains risk management processes that support managers and staff to manage risk locally including:

- Feedback & Complaints processes;
- Individual Client Risk Profiles & Management Plans;
- WHS and Injury Management processes;
- Compliance reporting;
- Internal & External Audit participation;
- Research & Continuous Improvement Projects; and
- Stakeholder Consultation & Committees.

All risks from an organisational perspective are categorised and responded to consistently through the use of Aspect's Multi-Element Consequence & Likelihood Criteria, Risk Matrix and Response Criteria.

### **External Framework**

Aspect's Risk Management Framework policy describes the organisational approach to provide services and practice based on evidence that complies with legislative, regulatory and contractual requirements whilst remaining risk aware as an organisation, in line with the quality management practices required by the National Standards for Disability Services Standard 6: Service Management.

### **Critical Definitions**

*Corporate risk* – the chance of something happening that may have an adverse impact on the organisation or impede the achievement of the strategic plan.

*Corporate risk management* - the culture, processes and structures that are directed towards realising potential opportunities whilst managing adverse effects.

### **Legislation References**

Disability Services Act 1991 (ACT)  
Disability Services Act 1993 (NSW)  
Disability Services Act 1993 (SA)  
Disability Act 2006 (VIC)  
Disability Standards for Education 2005 (Cth)  
National Standards for Disability Services 2013 (Cth)