

Mavericks Water Polo Comprehensive Risk Management Strategy

Preamble

Mavericks Water Polo recognizes that risk management is a board activity that encompasses all facets of operations. Harm or loss can arise from a range of activities. Minimizing such harm or loss requires careful management of all aspects of operations

The purposes of our strategy are to:

- Reinforce an understanding of risk management as having a board focus
- Bring attention to some key risk areas facing our club
- Provide benchmarks for regular review and updating of the policy
- Perform an educational function and
- Contribute to a risk management culture within the club.

As a sport organization that primarily provides programs for children and youth, we take the health and wellbeing of our members seriously. Water polo has inherent risks. Through our policy, we strive to ensure that our athletes and their families give informed consent to these risks. And we will be conscientious and diligent in our program planning and delivery to minimize the potential for harm. All decisions significant program and policy decisions made by the Board will take into consideration the risks inherent in the decisions and what can be done to mitigate these risks.

Risk Area 1- Governance and Policy

Sound policies lead to informed and transparent decision making, which in turn results in improved management of time, resources, disputes and risk exposure. Likewise, non-transparent decision making and policies which are out of date or non-existent will eventually result in mismanagement of time and resources and mistrust among members.

As a not for profit corporation, Mavericks is required to comply with certain provincial and federal legislation. This legislation includes but is not limited to the Income Tax Act and legislation relating to HST, the Employment Standards Act and the Ontario Corporations Act

To mitigate our risks:

- The board is committed to upholding our mission, vision and values, which underpin our strategic plan. They will be communicated to our members through the club handbook. And the board and head coach will take them as their guide in the development of the annual business plan and in making day to day decisions.
- The board will review the mission, vision, values and strategic plan each year to ensure that no significant changes in our environment require changes. The board will undertake a thorough review of these documents at least every 6 years.

- The board will maintain a policy manual and post it on the club web site. The head coach will draw it to the attention of all new coaching staff. The president will also bring it to the attention of all members and their families at the AGM..
- Adherence to club policies will form part of the employment agreement and performance measurements of the Head Coach.
- The president and treasurer will be responsible for ensuring that Mavericks are compliant with all relevant provincial and federal legislation

Risk Area 2- Coaching Employees and Contractors

Mavericks has lasting contractual relationships with employees and independent contractors, through which we deliver our programs. We have a considerable investment of time and financial resources in developing these relationships. Our employees and contractors have a significant effect on the quality of our programming. Further, they reflect on our club reputation and the club can be held liable for any fraud or negligence.

To mitigate our risks:

- All employees will have a written employment agreement, which includes appendices containing a job description and performance goals
- The board and the employee will comprehensively review these agreements at least every 3 years
- All independent contractors who receive in excess of \$500 from the Mavericks over the course of a calendar year will have signed contracts which specify the services for which they are contracted, the amounts to be paid for these services and what expenses will be reimbursed. It will be made clear at the outset to these contractors that they will be receiving a T 4 A from the Mavericks. The board is responsible to establish the expense policy and the format of the contracts and the Head Coach is responsible to ensure that the contracts are signed by the contractor and himself.
- The Mavericks do not have any paid employees or contractors for services other than coaching.

Risk Area 3- Business Continuance

Many factors affect the ability of the Club to continue operations, providing quality programming as per its mission. The most important of these are the availability of sufficient financial resources, the availability of coaching resources and the availability of pool time. Because of the strong competition for limited pool space suitable for water polo and because water polo is a team sport which requires minimum numbers of participants in each of several age groups and each gender, a hiatus in the program could be catastrophic.

To mitigate the risk that the club will not be able to continue business:

- The club budgets conservatively.
- The club maintains liquid reserves to enable it to withstand financial setbacks.
- The club makes part of the compensation of the Head Coach contingent on the financial health of the club.
- The treasurer reports on finances to the board at least 3 times annually
- The club strives to be a good employer which encourages excellent coaches to want to stay.
- The club provides training and support to develop new coaches.
- The club strives to maintain good relations with the managers of the pools that we rent, diligently following the rules set out by the facilities, paying our bills in a timely manner and contributing to events and programs initiated by the pool staff.

Risk Area 4- Inability to field league teams for age and gender groups of members

Water polo is a team sport. If the club does not have sufficient numbers of members to field teams in all age and gender groups, it diminishes the experience for the club members in the age/gender category where there is a gap. It can result in losing members in these gap categories to other clubs or other sports. And this initiates a downward spiral in membership.

To mitigate the risks of providing a poor product to some age/gender categories and the associated risks of loss of membership:

- The club strives to maintain quality programming which encourages membership retention
- To help to ensure the availability of complete competitive programming at all age groups from U 19 and younger and both genders, Mavericks maintains a collaborative relationship with other clubs in the GTA Golden Horseshoe so that a shortfall in players in any group can be made up from players from nearby clubs.
- The club has at least 2 introductory programs which help to ensure a steady stream of candidates who have the skills to participate in its competitive programs.

Risk Area 5- Harassment of Staff and/or Athletes

To operate high quality programs as per the mission of the club, it is essential that both staff and athletes are assured of a safe environment where they are protected from bullying, harassment and violence.

To mitigate the risks of harassment and violence:

- The club has a code of conduct which must be signed annually by coaches, officials and athletes and their parents/legal guardians.
- The club has a Work Place Harassment and Anti Discrimination Policy.

- The club has a Tobacco Free Policy
- The club has an Anti-bullying Policy
- The club has a policy re vulnerable sector screening policy for coaches and volunteers who have close interaction with minors
- The club has a policy of no coaches in the change rooms
- The club has a culture of zero tolerance for harassment and violence.
- The club has discipline and dispute resolution policies to reinforce its zero tolerance for harassment and violence

Risk Area 6- Long Term Harm from Injury during Training or Play

There are inherent risks associated with playing a contact sport such as water polo. For the long term health and well-being of our members, it is essential to take measures to minimize the chance of injury and where injuries occur, to minimize the likelihood of long term harm.

To mitigate the risks of injury and long term harm when injuries occur:

- The club complies with the risk management and safety requirements of the facilities where they rent program space and of our parent organization, Water Polo Canada. This includes having coaches and/or hired guards who have NLS and first aid certification at every work out and game.
- The club provides concussion management training for coaches
- The club requires athletes and/or their parents or legal guardians to read Concussion awareness materials prepared by the Coaches Association of Canada and to sign that they have done the reading as part of their annual membership
- The club has a return to play protocol following injury.
- The club employs NCCP trained coaches. There will be at least 1 NCCP trained coach on deck at all workouts. If the club hires a coach without NCCP credentials, said coach will be required to take NCCP training at the next available course or in the case of a coach with credentials from another country, to take the NCCP Challenge evaluation at the first available opportunity.
- The club uses trained referees for all of its events.

Risk Area 7- Harm During Travel

As a competitive club, Mavericks members frequently travel to other cities for events. This travel often occurs in winter. There is a risk of accidents getting to and from event venues. And there is a risk of injury during events. Many of the supports and resources that are available when such injuries occur at home are not there when team members are away.

To mitigate the risks of harm and to help manage harm that does occur when club members are travelling for events:

- The club has chaperones travel with teams where parent are no in attendance. These chaperones have emergency contact information for all team members so that parent or guardians can be contacted in the case of illness or injury.
- Where possible, the club tries to have multiple teams attend events thereby increasing the feasibility of travel by team bus

Risk Area 8- Intellectual Property

Intellectual property refers to the intangible assets of the Club such as copyrights, logos, proprietary information, and reputation and good will. While it is difficult to measure a discrete value for these items, without them, the club would not have the recognition, image and brand value that it presently has.

To protect its intellectual property:

- The club takes steps to ensure that its logo and name are protected through Ontario Water Polo and Water Polo Canada.
- The club registers the names under which it does business and the names of its unique programs through the Ontario Ministry and Business and Consumer Affairs.
- The club limits access to the Water Polo Canada registration system where all confidential member data are stored. Those who are given access to the system for data other than their own are given passwords, which they agree to protect and keep confidential.
- Through employment agreements, the club will ensure that it has right of ownership of programs and materials created by its staff.

