

Health and Safety Management System (HSMS)

Element 3 Risk Management

1. Intent and Scope

The University promotes its core value of supporting a safe and healthy work environment by providing systems to ensure health and safety risk management processes are in place. Processes are designed to be proportionate, evidence informed, and aligned with the risk appetite approved by Council at both the enterprise and operational level.

The University's Risk Management Framework ensures alignment of risk management processes to meet relevant legislative requirements, agreed risk review cycles and escalation to University Risk Committees and Management as necessary. The University's Health and Safety Management System addresses the requirements of the International Standard ISO 45001 Occupational Health and Safety Management Systems.

The University in consultation with workers manages health and safety risks through processes that identify hazards, determine appropriate levels of risk, implement appropriate risk controls and ensure monitoring and review of ongoing risk.

This Element applies to all staff, students, visitors (including volunteers and contractors), Council members, and other persons interacting with the University of Newcastle (workers); the operations of staff of University aligned Research Centres and controlled entities; and all activities conducted by or on behalf of the University of Newcastle on and outside of the University's campuses.

2. Key Commitment and Actions

- The risk management process prescribes the systematic application of the relevant HSMS policies and procedures, including the practices of consulting, planning, identifying, assessing, evaluating, controlling, monitoring and reviewing health, safety and wellbeing risk.
- Health, safety and wellbeing risks are managed in accordance with Health, Safety and Wellbeing Strategy, Safety Charter, regulatory requirements and the risk appetite approved by Council.
- Mechanisms are in place to resource and support management of risk, report on risk, evaluate performance, and effectively monitor risk generally and specifically associated with the use of, or changes to structures, plant and equipment, materials and activities at the University.
- Mechanisms are in place to consider health and safety risks during the design of new infrastructure, development of research projects or procurement of goods and services for the University.
- Management lead implementation of the risk management process at both an

enterprise and operational level. The enterprise level refers to the whole of the organisation, whereas the operational level refers to the day-to-day activities performed by organisational units.

- The University manages health, safety and wellbeing risk as an ongoing, continuous improvement process. Qualitative techniques are used for the risk analysis to determine the level of risk and prioritise risk treatment according to risk evaluation criteria, and escalation to appropriate Risk Committees as required.

3. Associated Guidelines and Related Documents

[HSG 3.1 Health and Safety Risk Management](#)

[HSG 3.2 Managing Change](#)

[HSG 3.3 Health and Safety in the Design of Infrastructure Projects](#)

[HSG 3.4 Wellbeing](#)

[Element 2 Consultation and Communication](#)

[University of Newcastle Risk Management Framework](#)

4. Amendment History

Version	Date of Issue	Approval	Section(s) Modified	Details of Amendment
2	October 2016	Manager Health and Safety	All	Element 4 Risk Management
3	June 2023	CPCO	All	<ol style="list-style-type: none"> 1. Renumbered from Element 4 to Element 3 Risk Management 2. Updated all content in Intent and Key Commitment and Actions, including feedback from staff consultation 3. Added new/renamed Associated Guidelines 4. Added Amendment History 5. Amended document control header and footer