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Contributions to *riskmatters* on any subject relating to insurance or risk management can be forwarded via email to trmf@treasury.tas.gov.au

Important

Claim/Incident Report Form

Full details of changes which have been made to the Claim/Incident Report Form available on the TRMF Web site can be found on page 2 of this newsletter.

Welcome

Welcome to the October 2007 edition of the Tasmanian Risk Management Fund (the Fund) newsletter, *riskmatters*, published by the Department of Treasury and Finance.

In this issue we introduce the new Policy and Disclosure Document of the Tasmanian Risk Management Fund. This document provides a comprehensive summary of the purpose of the Fund and the risks and entities covered by the Fund.

Also in this edition is information on changes made to the Claim/Incident Report Form available on the TRMF Web site, and an update on the Return to Work and Injury Management Model.

The TRMF Unit would like to take this opportunity to welcome back Kim Hudson into the role of Assistant Director, Procurement and Property Branch. Kim has previously held this position and, with her experience and knowledge, provides valuable support to the TRMF Unit.

Di Hope
Editor

Workplace Safe Week

A reminder that Workplace Safe Week will be held from 21 to 27 October 2007.

As part of Workplace Safe Week there will be a series of free seminars including:

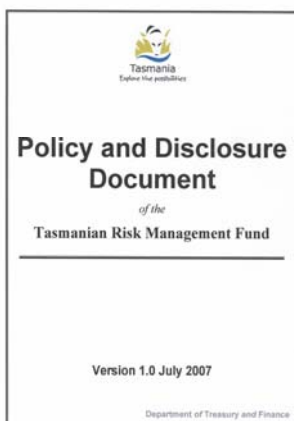
- Alcohol and Drugs – their impact in the workplace;
- Safety Communication for Positive Action; and
- High Risk Work – the implementation of national licensing.

For more information, go to www.workcover.tas.gov.au


 New

Policy and Disclosure Document of the Tasmanian Risk Management Fund

The *Policy and Disclosure Document* is a new document available on the TRMF Web site. It provides a comprehensive summary of the purpose of the Fund and the risks and entities covered by the Fund. It can be found on the TRMF Web site home page at www.treasury.tas.gov.au/trmf or select 'About the Fund' from the left hand menu.



Policy and Disclosure Document Contents

- 1. ABOUT THE FUND**
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- 2. PURPOSE OF THE FUND**
Overview
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- 3. RISKS COVERED BY OR THROUGH THE FUND**
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- 4. ENTITIES COVERED BY THE FUND**
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Other Entities
- 5. IDENTIFIED POLICY STATEMENTS**
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Claims on former agencies
- 6. DISCLOSURE STATEMENTS**
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Return to Work and Injury Management Model update

To assist in generating awareness of the Model and its pending implementation among stakeholders, WorkCover has produced an introductory guide to provide an overview of the key aspects of the Model. The guide is to be released during Workplace Safe Week.

WorkCover has also planned forums for stakeholders to promote the Model. A Self-Insurer Forum was held on Friday, 27 July which was attended by representatives from the Tasmanian Risk Management Fund Unit.

It is anticipated that the Model will be implemented in September 2008.

For further information contact Elissa Nightingale, Project Officer, WorkCover Tasmania on 6233 7690.


 Important notice

Claim/Incident Report Form

The Claim/Incident Report Form available on the TRMF Web site has been updated.

The form now seeks specific information on incidents involving personal injury and liability. This includes the claimant's date of birth and the names and contact details of treating medical practitioners and property owners.

This form is for all liability, personal injury and property incidents/claims with the exception of workers' compensation, motor vehicle and marine hull as specific incident/claim forms are available for these risk exposures.

To view the form, go to the TRMF Web site at www.treasury.tas.gov.au/trmf and select Forms from the left hand menu.

August storm damage

The severe storms in early August resulted in damage to numerous infrastructure as shown by the photos below. Nine claims have been lodged with the Fund Administration Agent to date with an estimated value of \$907 500.

The claims involve flood damage to walking tracks, jetties and a suspension bridge. Damage was reported across the State, from Maria Island in the south to Sarah Island and Hellyer Gorge in the north-west.



The Pine Hut Plain, Mersey River suspension bridge, before and after the storm

The Sir John Falls Pontoon was found many kilometres from the main jetty at Macquarie Heads



The remainder of the jetty at Macquarie Heads has logs strewn on top of the walkway



The Risk Management Institution of Australasia Ltd (RMIA)

The Risk Management Institute of Australasia Ltd (RMIA) is the peak body for risk management practitioners. Its key purpose is to lead and promote risk management in industry, commerce, government and the community.

The Tasmanian Chapter was formed in October 1997. According to Graham Lawrence, Tasmanian Chapter President, it "was formed primarily to provide interesting and relevant seminars and to develop links with other professional bodies focused on risk management".

Armin Howald, Senior Consultant Risk Management with the Department of Education is a committee member of the Tasmanian Chapter. If you would like to talk to Armin to find out more about the benefits of agency participation in RMIA, he can be contacted on 6233 7290 or armin.howald@education.tas.gov.au

RMIA is a lead organisation in the development and promotion of AS/NZS 4360:2004, *Risk Management*.

RMIA 2007 National Conference

The 4th Annual Conference of the Risk Management Institution of Australasia Ltd (RMIA) is to be held on the Gold Coast from 25-27 November 2007.

To enquire about the conference contact rmiacnf@im.com.au

Natural Disaster Relief and Recovery Arrangements (NDRRA)

When destructive natural events such as the east coast bushfires in December 2006 and the recent August 2007 storms (see previous article) are declared eligible natural disasters, the Natural Disaster Relief and Recovery Arrangements (NDRRA) provides an avenue for states and territories to seek partial reimbursement for eligible costs incurred as a direct result of the event from the Australian Government.

When such an event occurs, the Intergovernment and Financial Policy (IGFP) Branch of Treasury co-ordinates the State claim against the NDRRA.

As the damage experienced from such events often relates to Government infrastructure, information is also sought from the Tasmanian Risk Management Fund (TRMF). As a rule costs that are claimed against insurance cannot be included in the State claim on the Australian Government. However, because the TRMF is a State administered self-insurance fund, claims made against the Fund are considered a State expense, thus falling within the scope of the NDRRA.

On receipt of the information, Treasury prepares the State claim against the Australian Government, ensuring that any duplication of costs reported by agencies and the TRMF are eliminated. All amounts included on the claim, are subject to independent audit by the Tasmanian Audit Office to ensure compliance with the NDRRA Determination 2007.

For more information on the NDRRA, contact Rodney Malcomson on 6233 8988, or at rodney.malcomson@treasury.tas.gov.au.



New

Security Risk Management Handbook

HB 167:2006, *Security Risk Management* provides practical guidance for developing a strategy, plan and tactics to deal with security breaches. It has a range of common approaches to security risks and includes a handy workbook with "real life" templates and examples for you to use. The information is based on Australian Standard AS/NZS 4360:2004, *Risk Management*.

All Standards are available for purchase from the Standards Web site –

<http://www.standards.com.au/>



Outstanding Liabilities Report

A report prepared by the Fund's Actuary, Bendzulla Actuarial Pty Ltd, on the Fund's outstanding liabilities as at 30 June 2007, was presented to the TRMF Steering Committee on 11 September 2007.

The report assesses the values to be placed on the Fund's liabilities for outstanding claims as at 30 June 2007 and makes recommendations as to the values to be included in the Fund's Financial Statements for the 2006-07 financial year. The report also reviews the appropriateness of the contributions that will be charged to agencies for the 2007-08 financial year in respect of the various risks covered by the Fund and in light of the estimated outstanding liabilities.

The Actuary concluded that the assumptions and benchmarks used for determining 2007-08 contributions remain appropriate, and that, on current trends, there are no reasons to modify the recommended contributions for 2007-08.

TRMF meetings and notices

Occupational Health and Safety Working Group

An inter-agency Occupational Health and Safety Working Group holds meetings on an 'as required' basis, to share knowledge on occupational health and safety issues affecting government agencies.

The meetings are facilitated by the TRMF Unit.

If you would like further information about the Working Group, or would like to propose an issue for discussion, please contact Di Hope on 6233 6597 or e-mail the TRMF Unit at trmf@treasury.tas.gov.au

TRMF Steering Committee

The role of the TRMF Steering Committee is to serve as a consultative forum through which agencies can provide input into the operations of the Fund and feedback to Treasury, the Fund Administration Agent and the Actuary.

The Steering Committee is representative of the agencies participating in the Fund.

The next meeting will be held on Tuesday, **27 November 2007**.

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