

**RISK MANAGEMENT POLICY**

**Intent** To provide a framework consistent with the current Australian/New Zealand Standard ISO 31000:2009. This framework will be the basis for decisions on how best to identify, assess and manage risk throughout all of Council. This will ensure a consistent approach to risk management processes that will protect the Council, its employees and the community against loss from foreseeable risks.

**Scope** This Policy will be:

- Integrated into Corporate and Operational Planning.
- A critical tool in decision making for all business groups.
- A key component of project management.
- Consistent with relevant legislative requirements, political, social and economic conditions.
- Applied to all Council activities (excluding Controlled Entities as their operations are independent to Council's activities)

**PROVISIONS**

**Purpose**

There are many threats and opportunities that could potentially affect the achievement of objectives as outlined in Council's various strategic plans. Council currently has a number of risk treatment plans in place. This Policy and the related Enterprise Risk Management Framework will ensure these plans are integrated in order to ensure an enterprise approach to Risk Management.

Council is committed to utilising systematic risk management methodologies to identify and address all areas of potential risk. Any methodologies adopted will be consistent with the Australian/New Zealand Standard ISO 31000:2009.

Council acknowledges the moral, financial and legal responsibilities to effectively manage risks and opportunities in all areas of operations. The management of risk is to be integrated into all corporate planning, service delivery activities and processes.

**Principles**

This policy seeks to achieve each of the following principles:

- Council is an environment where all employees take responsibility for managing risk (through a risk management culture) which will ensure resources and operational capabilities are optimized.
- Risk management is integral to Council achieving its corporate objectives. By integrating the various risk control measures into strategic planning ensures that Council's exposure to risk is mitigated.
- Providing information and reports to decision-makers so that they are able to make informed decisions and demonstrate transparent and responsible risk management processes that align with accepted best practice.
- Council's risk management culture will enable the organisation to meet and surpass legislative compliance.

## Roles and Responsibilities

Council adopts the policy and ensures sufficient resources are applied to managing the risks identified. Council adopts a “three lines of defence model” to implement best practice risk management. This model is summarised in Appendix A.

The Chief Executive Officer has overall responsibility for administering risk management systems, policies and procedures.

The Executive Team oversees the identification, assessment and management of risks. This includes reporting the status and effectiveness of risk treatments recorded in the Corporate and Departmental Risk Registers.

General Managers and Branch Managers are accountable for risk management systems, policies and procedures through appropriate actions in their area of responsibility. Council is committed to reviewing, updating and reporting on risks regularly to both the Executive Team and Audit Committee as prescribed by s.164(1) of the *Local Government Regulation 2012*:

- (1) *A local government must keep a written record stating the following —*
- (a) *the risks the local government’s operations are exposed to, to the extent they are relevant to financial management*
  - (b) *the control measures adopted to manage the risks.*

Employees will be expected to apply risk management practices, as detailed in Appendix B, generally and are responsible for the timely completion of activities contained within risk treatment plans. Routine sessions will be conducted to ensure that employees are familiar with Risk Management and how it is applied within Council.

The Audit Committee in conjunction with the Internal Audit will review and monitor Council’s risk management practices.

## Related Documents

The Risk Management Policy is supported by:

- Risk Management Framework (#5463735)
- Corporate Risk Register and Risk Treatment Plans (#4419303)
- Departmental Risk Registers and Risk Treatment Plans (Various)

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**This policy is to remain in force until otherwise determined by Council.**

**General Manager Responsible for Review:                      Human Resources and Organisational Change**

**ORIGINALLY ADOPTED: 15/09/2003**

**CURRENT ADOPTION: 21/02/2018**

**DUE FOR REVISION: 21/08/2022**

**REVOKED/SUPERSEDED:**



**John Andrejic  
Chief Executive Officer**

**Appendix A**



Appendix B

