



Enterprise Risk Management Policy

1 Document Information

Version Date <i>(Draft or Council Meeting date)</i>	27 February 2018
Author	Risk Management Officer
Owner <i>(Relevant director)</i>	Director Finance and Corporate Services
Status – <i>Draft, Approved, Adopted by Council, Superseded or Withdrawn</i>	Adopted by Council
Next Review Date	2 years from Approval
Minute number <i>(once adopted by Council)</i>	18/02/17

2 Summary

The purpose of this policy is to clearly document Cabonne Council's commitment to risk management principles to:

- Increase the likelihood of achieving objectives,
- Encourage proactive management
- Establish a reliable basis for decision making and planning
- Improve operational effectiveness and efficiency and improve organisational resilience,
- Enhance health and safety performance as well as environmental protection,
- Improve the identification of opportunities and threats,
- Improve financial reporting and governance,
- Comply with relevant legal and regulatory requirements.

3 Approvals

Name	Date Approved	Signature

4 History

Minute No.	Summary of Changes	New Version Date

14/12/06	This is a new Policy replacing Cabonne Council's current Risk Management Policy (Minute 10/11/11).	16 December 2014
18/02/17	Changes made and readopted as per s165(4)	27 February 2018

5 Reason

The application of Enterprise Risk Management thinking, principles and practices aims to help Council deliver quality services, improve decision-making, set priorities for competing demands/resources, minimize the impact of adversity and loss, ensure regulatory compliance and support the achievement of Council's objectives.

6 Scope

This policy applies to all service and functional areas of the organisation. Risk management is not an isolated function that is separate from the main activities and processes of the organisation. It is an integral part of all organisational processes, including strategic planning, project and change management processes.

7 Associated Legislation

Local Government Act 1993

Local Government (General) Regulation 2005

Civil Liability Act 2004

Work Health and Safety Act 2011

Work Health and Safety Regulation 2011

8 Definitions

Risk	A risk is defined as the effect of uncertainty on objectives.
Risk management	Coordinated activities to direct and control an organisation with regard to risk.
A risk management framework	The set of components that provide the foundations and organisational arrangements for designing, implementing monitoring and reviewing and continually improving risk management throughout Cabonne Council.

9 Roles and Responsibilities

9.1 Council

The Council will review the Risk Management Policy and amend as required and provide adequate budgetary provision for risk management strategies to be implemented.

9.2 Governance, Risk Management and Continuous Improvement Committee

The Governance, Risk Management and Continuous Improvement Committee will:

- Monitor, review and advise the Council on the standard of its risk management.
- Make assessments and recommendations in relation to the risk management and measure and evaluate the effectiveness by reviewing Cabonne Council's activities.
- Endorse and monitor a comprehensive risk based cyclical strategic audit plan

9.3 General Manager

The General Manager has the ultimate responsibility for ensuring that risk management is managed across the Council.

10 Related Documents

Document Name	Document Location

11 Policy Statement

Cabonne Council is actively committed to:

- Ensuring that all decision making within Cabonne Council involves the consideration of risk and the application of risk management to some appropriate degree.
- Ensuring that the risk management process is integrated into the business processes of Cabonne Council.
- Ensuring that the framework for managing risk continues to remain appropriate and effective.
- Protecting Cabonne Council, it's employees, contractors, assets and the community against reasonably foreseeable loss and injury, and
- Ensuring legal and regulatory compliance.

In accordance with its common law duty of care, statutory responsibilities and Council Policy, the Council will make certain that resources are allocated to:

- Maintain staff health and safety,
- Maintain Council's assets,
- Ensure continuity of service,
- Reduce Council's liability and minimise or eliminate other circumstances which may cause a loss to Council, and
- Assign sufficient funds in the budget to maintain a pro-active approach to risk management.

Cabonne Council recognises that risk management is essential for sound strategic and financial planning and ongoing business.

Fundamental to risk management are the following objectives:

- To improve the identification of opportunities and threats,
- To identify and analyse Cabonne Council's liability associated with risk exposure,
- To protect staff, contractors and the community against personal, physical and financial losses as far as practicable and that is within the control of Cabonne Council,
- To protect the corporate image as a professional, responsible and ethical organisation,
- To recognise that risk management is the responsibility of all managers and staff,
- To promote and support risk management practices throughout Cabonne Council,
- To monitor the risk management practices of Cabonne Council to ensure continued effectiveness, consistency and efficiency,
- To adopt risk management processes as set out in the Australian/New Zealand International Standard for Risk Management (AS/NZS ISO 31000:2009) and other relevant guidelines and standards.