

HEAD OF POWER

- *Local Government Regulation 2012*

INTENT

The purpose of this policy is to ensure employees adopt sound risk management practices and procedures (in accordance with principles outlined in AS/NZS ISO 31000:2018 Risk Management – Guidelines) into Council's strategic and operational planning processes.

SCOPE

This policy applies to all employees, Councillors and Councillor Advisor (Mayor's Chief of Staff) who are involved in the identification and management of all risks associated with the performance of Council functions and the delivery of Council services.

Contractors, committees and volunteers engaged in the provision of Council services, or the management of Council facilities and assets are also required to comply with this policy.

DEFINITIONS

Employee means a local government employee as defined pursuant to the *Local Government Act 2009*.

POLICY STATEMENT

1. Council recognises risk management is an integral part of good management practice and fully supports risk management as part of its governance processes.
2. The policy of risk management at Council is to:
 - Design, implement and maintain a Risk Management Framework that is fit-for-purpose and aligns with the principles outlined in AS/NZS ISO 31000:2018 Risk Management – Guidelines.
 - Support and invest in embedding and maintaining a strong risk aware culture across Council and those responsible for its governance.
 - Proactively identify current and emerging risks through ongoing monitoring and reporting.
 - Strategically prioritise the allocation of available Council resources in alignment with the relevant rating of the risk that the activity requiring resources is designed to mitigate.
 - Clearly articulate to the business Council's current risk appetite and tolerance of risk.
 - Manage risks through controls to align with Council's risk appetite.
3. Council's overall Risk Management Framework incorporates this policy and Risk Management Framework. It also includes tools and templates developed to support the implementation as well as the key outputs from applying the policies and guide such as the Strategic Risk Register, Risk Management Guide and Operational Risk Registers.

4. Together these documents will help to ensure:
 - The threats and opportunities associated with achievement of Council's objectives are identified, analysed, evaluated, treated, monitored and communicated.
 - There are periodic reviews of the risks that Council is exposed to, and the control systems required.
 - All Councillors, employees and contractors are aware of and effectively exercise their risk management responsibilities.
 - Council has in place a transparent and responsible risk management process which aligns with best practice.

5. Council will adopt an enterprise-wide approach to the management of risk, where:
 - Significant projects, capital investment decisions and changes are subject to a risk assessment.
 - All events and new initiatives conducted by Council will be subject to a potential problem analysis.
 - All employees continuously assess and manage the risks associated with normal organisational activities, ensuring their Manager/Supervisor is made aware of risks they cannot manage.
 - Critical operating assets will be safeguarded by a business continuity plan.
 - All project events and initiatives will be reviewed upon completion to update our strategies or procedures.
 - There are periodic reviews of the risks each department is exposed to, and the control systems required.
 - There is a balance between the costs of managing a risk and the anticipated benefits.

ASSOCIATED DOCUMENTS

- AS/NZS ISO 31000:2018 Risk Management - Guidelines
- Risk Management Framework
- *Local Government Act 2009*

DOCUMENTS CONTROLS

Council will review this policy biennially or in response to changes in law or best practice.

POLICY OWNER

Chief Legal Officer, Governance and Legal Services.