

	<h1>Risk Management Policy</h1>	<b>Version No:</b>	4.0
		<b>Issued:</b>	17 April 2007
		<b>Last Review</b>	November 2021
		<b>Next Review</b>	October 2024

Name of Council	Wudinna District Council
Minutes reference:	10.5.2 – 23 November 2021
Responsibility	Strategic Management
Policy Level	Discretionary
Next review date:	Council will endeavour to review this policy every 3 years or upon legislative change
Applicable Legislation:	Local Government Act 1999 Work Health and Safety Act 2012 Civil Liabilities Act 1936
Related Documents:	AS ISO 31000:2018 Risk Management –Guidelines Wudinna District Council Risk Management Framework

## INDEX

Clause	Title	Page
1	Purpose	1
2	Policy Statement	1
3	Performance Measures	2
4	Legislative Requirement and Policy Context	2
5	Definitions	2
6	Roles and Responsibilities	2
7	Availability	3

### 1. PURPOSE

**1.1.** The purpose of the Risk Management Policy (the Policy) is to enable an integrated and systematic approach to risk management through:

- Wudinna District Council’s commitment to core risk management principles;
- Defining responsibilities for the application of risk identification, assessment, evaluation and treatment programs across Council operations;
- A Risk Management Framework (“The Framework”) that provides the tools and programmes to underpin Council’s approach to achieving a balance between the costs of managing a risk and the anticipated benefits.

**1.2.** The management of risk will be integrated into Council’s governance structures, including decision making. Risk Management leads to the successful achievement of Council’s Vision, Strategic Plan Objectives and community expectations.

**1.3.** To achieve the objectives of the Policy the Risk Management Framework has been developed.

### 2. POLICY STATEMENT

**2.1.** Council is committed to maintaining and applying governance and risk management principles to ensure that any impacts to strategic and business objectives are considered and analysed.

**2.2.** Council will adopt and implement a systematic approach to identify, assess, evaluate and treat (mitigate) risks. The risk management program involves identifying opportunities to ensure Council achieves its strategic goals whilst recording and managing its operational risks.

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- 2.3. Management will lead, actively participate and have complete oversight of all aspects of risk management within Council. Department Manager's will have oversight over all aspects of risk management within their areas of responsibility.
- 2.4. Council will maintain The Framework consistent with the guidelines and principles of risk management as set out in the International Standard ISO 31000:2018 – Risk Management Guidelines, with the goal of providing a consistent approach for dealing with uncertainties likely to impact on the achievement of Council's Vision.
- 2.5. All Risk Registers will be periodically and consistently reviewed in accordance with set timeframes identified in The Framework.

### 3. PERFORMANCE MEASURES

The performance of the risk management program will be measured through three distinct categories:

- 3.1. Compliance with this Policy and related documentation
- 3.2. Value add to the whole of Council
- 3.3. Maturity of Councils Risk Culture

### 4. LEGISLATIVE REQUIREMENT AND POLICY CONTEXT

- 4.1. Section 125 of the Local Government Act 1999 ("LG Act") requires Council to ensure that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the Council to carry out its activities in an efficient and orderly manner to achieve its objectives.
- 4.2. Section 132A of the LG Act requires Council to ensure that appropriate policies, practices and procedures are implemented and maintained in order to ensure compliance with statutory requirements and achieve and maintain standards of good public administration.
- 4.3. Section 134 (4)(b) of the LG Act requires Council to adopt risk management policies, controls and systems.

### 5. DEFINITIONS

Definitions are outlines within Council's Risk Management Framework.

### 6. ROLES AND RESPONSIBILITIES

#### 6.1. Council

Council is responsible for the approval of this Policy and Framework and overseeing the systematic approach to managing risk across Council operations.

#### 6.2. Audit Committee

The Audit Committee is responsible for obtaining assurance from the Council that appropriate policies, practices and procedures of internal control are implemented and maintained in order to assist the Council to carry out its activities in an efficient and orderly manner to achieve its objectives, to ensure adherence to management policies, to safeguard the Council's assets, and to secure (as far as possible) the accuracy and reliability of Council records.

#### 6.3. Chief Executive Officer (CEO)

The CEO has the responsibility for ensuring that:

- 6.3.1 The Framework is established and implemented and
- 6.3.2 risk management is integrated into Council's activities and functions.

#### 6.4. Senior Management Team (SMT)

Members of the Senior Management Team are responsible for:

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- 6.4.1 Commitment to promotion of this Policy and The Framework whilst monitoring Council’s overall risk profile and Controls;
- 6.4.2 Reporting the status of Council’s risk profile and mitigation strategies to the Audit Committee;
- 6.4.3 The implementation, management and evaluation of risk management, in accordance with the Policy and Framework within their areas of responsibility;
- 6.4.4 Undertaking the risk management program as per the requirements of the Policy and Framework; and.
- 6.4.5 Ensuring that risk-based information is recorded in the Council’s Risk Register.

**6.5. Risk Management Team (Risk, Governance and WHS)**

The Risk Management Team is responsible for:

- 6.5.1 Assisting the Senior Management Team to develop, implement and maintain the risk management framework and program in a systematic and standardised manner;
- 6.5.2 Development and maintenance of Risk Registers that record reasonably foreseeable Operational and Strategic risks, including risk mitigation strategies;
- 6.5.3 Assisting the SMT in development and compilation of reports relating to Council’s risk profile and mitigation strategies.

**6.6. Employees, Volunteers and Contractors (Workers)**

All Council Workers are responsible for:

- 6.6.1 Identifying, evaluating and managing risks in their daily activities and projects;
- 6.6.2 Adhering to the requirements of Council’s Risk Management Policy and Framework.

**7. AVAILABILITY**

This Policy will be available for inspection at Council’s principal office during ordinary business hours and on the Council’s website [www.wudinna.sa.gov.au](http://www.wudinna.sa.gov.au) Copies will also be provided to interested members of the community upon request, and upon payment of a fee in accordance with Council’s Schedule of Fees and Charges.