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Risk Management Policy	1.0.1	September 2024
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16 September 2020	5689	Revised

Purpose

Greater Hume Shire Council is committed to the development of a robust risk aware and safety culture. Council recognises that risk is inherent in all of its activities and that effective management of risk is necessary in order to protect its employees, assets, liabilities and community against potential losses.

This policy aims to ensure that sound risk management practices and procedures are fully integrated into Council's WHS & Insured Risk Management System (plan) and Council's strategic and operational planning processes.

The implementation of this policy will ensure that elected members and management recognise that they have a responsibility to ensure that Council identifies and addresses all threats and opportunities associated with carrying out its functions.

Scope

The scope if risk management at Greater Hume Shire Council will be 'enterprise wide'. This means that Council recognises that it is exposed to a diverse and complex array of potential risks due to the nature of its activities and the demanding natural, social and business environment in which it operates. Council will consider risks across all Council strategies, plans, activities and processes.

Therefore, this policy applies to all Councillors, management, staff, contractors and volunteers across all Council activities and processes.

Definitions

Risk – effect of uncertainty on objectives.
- Risk Management – Coordinated activities to direct and control an organisation with regard to risk.
- Risk Management Policy – a statement of the overall intentions and direction of an organisation related to risk management.
- Risk Management System (plan) – specifies the approach, the management components and resources to be applied to the management of risk.

Policy Content

Greater Hume Shire Council is committed to ensuring a strong risk management culture exists and will undertake a range of activities to help promote and embed enterprise wide risk management policies by:

- Managing risk based on AZ/NZS ISO 31000:2018 Risk Management and other relevant guidelines and standards.
- Maintaining policies that compliment risk management such as fraud prevention, business continuity management, WH&S, good governance and code of conduct.
- Aligning risk management to Council's existing planning and operational processes.
- Allocating sufficient funding to risk management activities.
- Providing all Council staff with sufficient and appropriate training.
- Including risk management information and updates in Council reports and on Council intranet/internet sites.

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- Update WHS & Insured Risk Management System (plan) annually.
- Make informed judgements concerning the level and costs of risk involved in achieving cost- effective outcomes.
- Maintaining a risk management component in its project management software.

Council supports the following principles as listed in AS/NZS ISO 31000:2018:
- Risk management creates and protects value.
  Risk Management contributes to the demonstrable achievement of objectives and improvement of performance on, for example, human health and safety, security, legal and regulatory compliance, public acceptance, environmental protection, product and service quality, project management, efficiency in operations, governance and reputation.
- Risk management is an integral part of all Council processes.
  Risk management is not a stand-alone activity that is separate from the main activities and processes of Council. Risk management is part of the responsibilities of management and an integral part of all Council's processes, including strategic planning and all project and change management processes.
- Risk management is a part of decision-making.
  Risk management helps decision makers make informed choices, prioritise actions and distinguish among alternative courses of action.
- Risk management explicitly addresses uncertainty.
  Risk management explicitly takes account of uncertainty, the mature of that uncertainty, and how it can be addressed.
- Risk management is systematic, structured and timely.
  A systematic, timely and structured approach to risk management contributes to efficiency and consistent, comparable and reliable results.
- Risk management is tailored.
  Risk management is aligned with Council's external and internal context and risk profile.
- Risk management considers human and cultural factors.
  Risk management recognises the capabilities, perceptions and intentions of external and internal people that can facilitate or hinder achievement of Council's objectives.
- Risk management is transparent and inclusive.
  Appropriate and timely involvement of stakeholders and, in particular, decision makers at all levels of Council, ensures that risk management remains relevant and up-to-date. Involvement also allows stakeholders to be properly represented and to have their views taken into account in determining risk criteria.
- Risk management is dynamic, interactive and responsive to change.
  Risk management continually senses and responds to change. As internal and external events occur, context and knowledge change, monitoring and review of risks takes place, new risks emerge, some change and others disappear.
- Risk management facilitates continual improvement of Council.
  Council should develop and implement strategies to improve their risk management maturity alongside all other aspects of Council.
- Risk management is based on the best available information.
  The inputs to the processes of managing risk are based on information sources such as historical data, experience, stakeholder feedback, observation, forecasts and expert judgement. However, decision makers should inform themselves of, and should take into account, any limitations of the data or modelling used or the possibility of divergence among experts.

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Links to Policy
Work Health & Safety Policy
Work Health & Safety Consultation Policy
Asset Management Policy
Contract Management Policy
Customer Service Policy
Records Management Policy

Links to Procedure
Nil, at date adopted

Links to Forms
Nil, at date adopted

References
Nil, at date adopted

Responsibility
Councillors
Councillors (or a representative committee of Councillors), with assistance from MANEX and external experts, are responsible for overseeing Council's ERM through the normal course of good governance.

Audit & Risk Committee
The Audit & Risk Committee will provide independent assurance, advice and assistance to Council on risk management, control, governance and external accountability responsibilities as defined in the Audit & Risk Committee Charter.

General Manager
The General Manager is responsible for ensuring that a risk management process is established, implemented and maintained in accordance with this Risk Management Policy.

Directors – (MANEX)
MANEX chaired by the General Manager is responsible for oversight of the risk management process, for determining an acceptable level of risk and for monitoring Council's overall risk profile and risk treatment strategies.

Business Units
Managers/Team Leaders are responsible for the implementation of the Risk Management Policy and WHS and Insured Risk Management System (plan) within their respective areas of responsibility including the identification, assessment and recording of risks identified, and the acceptance or assignment of risk responsibility, ongoing assessment and registering of risk as part of business and project planning and management.

Employees, Contractors and Volunteers
All employees, contractors and volunteers are responsible for identifying potential risks and for the effective management of risk. As such, they will have access to information regarding the Council's risk management process, and the identified risks in their work area from the Risk Register.

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Relevant Legislation
Work Health and Safety Act 2011
Work Health and Safety Regulation 2017
Local Government Act 1993
Civil Liabilities Act 2002
International Risk Management Standard AS/NZS: ISO 31000:2018
NSW Office of Local Government Risk Management and Internal Audit Framework

Associated Records
Nil, at date adopted

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