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Risk Management Policy	1.0.2	May 2027
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21 May 2025	6865	Revised

Purpose

The purpose of this policy is to express Greater Hume Councils commitment to implementing organisation-wide risk management principles, systems and processes that ensure the consistent, efficient and effective assessment of risk in all Councils planning, decision-making and operational processes.

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

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 risks associated with carrying out its functions.

Scope

The scope of risk management at Greater Hume 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. The council will consider risks across all Council strategies, plans, activities and processes.

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

Definitions

Employee - Any individual employed, appointed, or otherwise attached to Council, whether on an ongoing, temporary, contractor, casual or voluntary basis. This includes all senior executives and secondees from other agencies and may include contractors and employees of any firm or company contracted to perform work on behalf of Council subject to the nature of the policy and its application.

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 Council provides critical services and infrastructure to the residents, ratepayers and visitors to Greater Hume. Greater Hume Council also has service agreements and contractual obligations with government and non-government agencies and organisations and has its own strategic goals and objectives that it seeks to achieve on behalf of the Greater Hume community.

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It is therefore incumbent on Greater Hume Council to understand the internal and external risks that may impact on the delivery of these services, contracts and strategic objectives and have processes in place to identify, mitigate, manage and monitor those risks to ensure the best outcome for Greater Hume Council, employees and the community. It is also Councils responsibility to ensure the efficient, effective and ethical use of resources and services by ratepayers, residents, employees and visitors. Greater Hume Council has developed a risk management framework consistent with AZ/NZS ISO 31000:2018 Risk Management to assist it to identify, treat, monitor and review all risks to its operations and strategic objectives and apply appropriate internal controls.

Greater Hume Council is committed to the principles, framework and process of managing risk as outlined in AZ/NZS ISO 31000:2018 Risk Management and commits to fully integrating risk management within the Greater Hume Council and applying it to all decision-making, functions, services and activities of the Council in accordance with our statutory requirements.

Responsibilities

Council aims to create a positive risk management culture where risk management is integrated into everyday activities and managing risks is an integral part of governance, good management practice and decision-making at Council. It is the responsibility of every employee and business area to observe and implement this policy and Councils risk management framework.

All employees are responsible for identifying and managing risk within their work areas. Key responsibilities include:

- being familiar with, and understanding, the principles of risk management

- complying with all policies, procedures and practices relating to risk management

- alerting management to risks that exist within their area, and

- performing any risk management activities assigned to them as part of their daily   role.

Risk management is a core responsibility for all senior employees/management. In addition to their responsibilities as employees, senior employees/management are responsible for:

- ensuring all employees manage their risks within their own work areas. Risks should be anticipated, and reasonable protective measures taken

- encouraging openness and honesty in the reporting and escalation of risks

- ensuring all employees have the appropriate capability to perform their risk management roles

- reporting to the general manager/executive on the status of risks and controls, and

- identifying and communicating improvements in Councils risk management practices to Councils risk management function

- attending relevant training and development.

The council's risk management function is available to support employees in undertaking their risk management activities.

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To ensure Council is effectively managing its risks and complying with its statutory obligations, the audit, risk and improvement committee (ARIC) and internal audit function is responsible for reviewing:

- risk management processes and procedures

- risk management strategies for major projects or undertakings

- control environment and insurance arrangements

- business continuity planning arrangements, and

- fraud control plan.

Monitoring and Review

Greater Hume Council is committed to continually improving its ability to manage risk. The council will review this policy and its risk management framework at least annually to ensure it continues to meet the requirements of the Local Government Act 1993, the Local Government (General) Regulation 2021, and the Council requirements.

Links to Policy

Workplace Health & Safety Policy
Procurement Policy
Customer Service Policy

Links to Procedure

Nil, at date adopted

Links to Forms

Nil, at date adopted

References

Business Continuity Plan
Enterprise Risk Register
Model Terms of Reference (ARIC)

Document Author

Manager Risk and Governance

Relevant Legislation

Work Health and Safety Act 2011
Work Health and Safety Regulation 2017
Local Government Act 1993 (NSW)
Civil Liability 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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