



# Risk Management Policy

<b>Reference Number:</b>	2.9
<b>Type:</b>	Council Policy
<b>Category:</b>	Corporate Governance
<b>Relevant Community Plan Outcome:</b>	<ul style="list-style-type: none"> <li>Be bold and innovative in our practices, leadership and decision making.</li> <li>Practise transparent and accountable governance.</li> </ul>
<b>Responsible Officer(s):</b>	Manager Governance & Operational Support
<b>First Issued/Approved:</b>	July 1999
<b>Minutes Reference:</b>	CoS 4/06/2018, Item 3.28
<b>Last Reviewed:</b>	June 2018
<b>Next Review Due:</b>	June 2020
<b>Applicable Legislation:</b>	Nil
<b>Related Policies:</b>	Audit and Controls Policy Council Member Code of Conduct Policy Staff Code of Conduct Policy Volunteer Code of Conduct Policy
<b>Related Procedures:</b>	CCS Risk Management Framework

## 1. Purpose

The purpose of this Policy is to establish Council’s commitment to risk management principles, to enable integration of risk management into the overall culture of the organisation and to establish responsibilities for the application of risk management principles within Council operations.

## 2. Scope

This policy is applicable to all staff, volunteers, contractors, Council and Committee members in relation to the provision of all goods, works and services provided by the City of Charles Sturt.

## 3. Policy Statement

The City of Charles Sturt is committed to applying risk management principles at both corporate and community levels to enable its strategic objectives to be achieved.

Risk management involves adopting systematic procedures and practices to identify, evaluate, treat and monitor risk in all Council activities so that the risks associated with these activities are controlled and

tolerable. Risk management is as much about identifying opportunities as avoiding or mitigating losses. It is an integral part of the continuous improvement process embraced by Council.

To achieve Council's risk management objectives a **Risk Management Framework** has been developed based on principles of effective and efficient risk management. These principles include incorporating characteristics to better ensure risk management creates and protects value. These characteristics include ensuring risk management at the City of Charles Sturt is integrated, structured and comprehensive, customised, inclusive, dynamic, based on best available information, takes into consideration human and cultural factors and continually improved

#### 4. Responsibilities

Management and staff are to be familiar with, and competent in, the application of risk management principles and practices, and are accountable for applying them within their areas of responsibility. Specific responsibilities are:

The **Chief Executive** has ultimate responsibility for risk management across the City of Charles Sturt.

The **Executive Management Team** is responsible for ensuring that risk management is integrated into all organisational activities and ensuring that the necessary resources are allocated to managing risk. They are responsible for assigning authority, responsibility and accountability at appropriate levels within the organisation.

The **Manager Governance & Operational Support** has responsibility for the development of risk management practices and a proactive culture across the City of Charles Sturt including the review and implementation of the Risk Management Framework.

Each member of the **Leadership Team** is accountable for the implementation, maintenance and evaluation of risk management within their areas of responsibility in accordance with the Risk Management Framework. They are responsible for creating an environment where each staff member is responsible for and actively involved in managing risk. In situations where objectives conflict, they demonstrate strong interpersonal communication skills encouraging opinion and feedback, which results in the commitment to shared understanding to achieve City of Charles Sturt objectives .

All **employees, volunteers** and **contractors** are responsible for and should be actively involved in identifying and managing risk in day to day activities and projects.

The **Audit Committee** is responsible for monitoring the risk management and internal control environment of Council's operations. It also has the responsibility to oversee Council's internal and statutory audit responsibilities and functions. Regular reporting on risk management activities will be provided to the Council via the Audit Committee.

#### 5. Definitions

Nil