COUNCIL POLICY			
RISK MANAGEMENT POLICY	Policy No:		
	Adopted by Council:	15 February 2023	
	Next review date:	February 2027	

Responsible Executive:	Director, Corporate & Community Services
Responsible Officer:	Occupational Health Safety & Risk Manager
Functional Area:	Corporate & Community Services

Introduction & Background	The West Wimmera Shire Council is committed to managing risk in accordance with the process described in **ISO 31000: *Risk Management* 2018** by logically and systematically identifying, analysing, assessing, treating and monitoring risk exposures that are likely to adversely impact on the Council's operations.
	
	• Operations/IT (Activities or service delivery)
	
	• Financial
	
	• Environmental Impact
	
	• Safety & People
	
	• Public Image & Reputation
	
	• Governance/Compliance
	
	• Project Consequences
	
	    ➢ Time
	
	    ➢ Quality
	
	    ➢ Cost

Purpose & Objectives	As per **ISO 31000: Risk Management 2018** risk is ***the effect of uncertainty on objectives*** whereas risk management is ***coordinated activities to direct and control an organisation with regards to risk*** Council recognises that whilst risk is inherent in all its activities, the management of risk is good business practice, integral to sound corporate governance and in some instances, a mandatory legal requirement. The application of risk management thinking, principles and practices aims to assist Council to deliver quality services, improve decision making, set priorities for competing demands and resources, minimise the impact of adversity and loss, ensure regulatory compliance and

	support the achievement of Council's objectives for the benefit of the West Wimmera community. West Wimmera Shire Council is committed to the formal, systematic and proactive management of risk.
Response to the Overarching Governance Principles of the Local Government Act 2020	Section 9 of the Local Government Act 2020 states that a Council must in the performance of its role give effect to the overarching governance principles. This policy is in response to the following overarching governance principle/s of the Local Government Act 2020: (a) the community engagement principles (section 56); (b) the strategic planning principles (section 89); (c) the financial management principles (section 101); (d) the service performance principles (section 106).
Council Plan Reference	This Policy has effect under the following goals of the West Wimmera Shire Council Plan 2021-2025: • *Goal 4 Good Governance* • *Goal 5 Our Commitment*

Policy Details		
1.	Implementation & Access	
	Risk Management Framework Council's risk management framework comprises the people, systems, policies and processes that are directed towards managing risk. Council is committed to maintaining an effective and efficient risk management framework through: Establishing a formal structured risk management framework that is appropriate to Council's activities and operating environment; Adoption of a risk management approach consistent with the principles of the international risk management standard, **ISO 31000: Risk Management 2018** Principles and Guidelines, whereby risks are identified, analysed, addressed, monitored and communicated; • Maintenance of Council's Risk Management Procedures; • Maintenance of Council's Risk Register; • Periodic review of the Risk Management framework; • Periodic review of Council's risk appetite; and • Consultation and communication with Councillors, Executive Management Team, Managers, Staff, and the Audit Committee.	

<u>Embedding Risk Management</u>

Council is committed to the full integration of Risk Management practices into Council's strategic and operational planning processes.

Council is committed to ensuring a strong risk management culture exists and will undertake a range of activities to help promote and embed risk management practices by:

- Maintenance and promotion of Council policies and procedures that complement risk management such as fraud and corruption prevention, business continuity planning, occupational health and safety management systems and the code of conduct;

- Aligning and linking risk management to Council's management plan activities, operational processes and risk management objectives;

- Allocation of sufficient funding to risk management activities;

- Provision of information and training to staff;

- Effective consultation and communication with all levels of the organisation;

- Ensuring all staff are aware of, and effectively exercise their risk management responsibilities, by including risk management responsibilities in position descriptions and staff performance evaluations;

- Discussion of risk management issues at team meetings;

- Regular, systematic risk management reporting to Council

2.	Roles and Responsibilities

Councillors, Executive Management, Managers, and staff of the West Wimmera Shire Council are committed to the management of risk across all Council functions, activities, and processes**.**

- **Councillors** are responsible for the adoption and commitment to this Risk Management Policy and the oversight of Council's risk management framework through the normal course of good governance

- **CEO and Directors** are responsible for ensuring risks are managed across all activities and supporting the implementation of the risk management framework.

- **Director Corporate & Community Services** is responsible for establishing and monitoring the process for the management of risk throughout the Council.

- **Executive Managers** are the risk owners and are required to create an environment where the management of risk is accepted as the personal responsibility of all staff, volunteers, and contractors. Managers are accountable for the implementation and maintenance of sound risk management processes within their area of responsibility in conformity with Council's Risk Management Framework.

- **All Employees** are required to always act in a manner which does not place at risk the health and safety of themselves or any other person in the workplace.

	Staff support risk owners and are responsible and accountable for taking practical steps to minimise Council's exposure to risks including contractual, legal and professional liability in so far as is reasonably practicable within their area of activity and responsibility.

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