

Risk Management

Responsible officer:	Manager Corporate Services
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Scope

Towong Shire Council is committed to managing risk (the effect of uncertainty on objectives) in accordance with current best practice.

Risks are inherent in all our functions and activities. We understand that all systems and processes exhibit variability and this impacts on predictability and performance. Managing risk is not about finger pointing when things go wrong, rather it is a conscious decision to improve the Towong Shire Council System and the sub-systems and processes therein.

To deliver this Policy it is necessary that a consistent and systematic approach to managing risk is adopted across all areas of Council. This requires compliance with (or exceeding the minimum requirements of) the International risk management standard AS/NZS ISO 31000:2009, Risk management – Principles and guidelines.

We believe the benefits of risk management are considerable. The effective management of risk will assist us to identify and deal with potential problems that may have adverse consequences for Council operations and accordingly assist us to deliver service objectives, minimise wastage and clarify outcomes.

This Policy is applicable to Towong Shire Council in all its operations and functions including those where employees are required to work off-site.

Objectives

The objectives of this Policy are to:

- Ensure we appropriately deal with risk
- Safeguard our assets – including people, financial, information and property
- Create an environment where all our employees will assume responsibility for managing risk
- Preserve our ability to deliver policy and performance objectives in a timely, efficient and effective manner
- Implement transparent and responsible risk management processes, which align with accepted current best practice.

Approach

We aim to achieve the objectives of this Policy by:

- Implementing our Risk Management Strategy
- Developing a management framework which incorporates risk management, and includes procedures for identifying, assessing and controlling hazards
- Staying abreast of current relevant legislative requirements and political, social and economic environments
- Integrating risk management within existing planning and operational processes, including, where relevant and appropriate, the requirement for a risk assessment and for associated performance measures to be developed
- Providing leadership and empowering staff to use the hierarchy of control in managing risk
- Providing information, instruction, training and supervision to those operating in our environment.

Deployment

All employees are to be familiar with, and are accountable for, the delivery of this Policy within their areas of responsibility. This will be measured via quarterly Workplan Reviews. In specific terms, the responsibility for the management of risk can be described as follows:

- The Chief Executive Officer is responsible for managing risk across the Council
- The Director Community and Corporate Services is responsible for overseeing the implementation of our Risk Management Strategy
- The Manager Corporate Services is responsible for managing the implementation of the Risk Management Strategy;
- The Occupational Health and Safety Officer is responsible for coordinating the implementation of the Risk Management Strategy and providing advice and assistance to all areas on risk management matters
- All Managers and Crew Leaders are accountable for the implementation and maintenance of sound risk management, within their areas of responsibility, and for creating an environment where managing risk is accepted as the personal responsibility of each employee of the Council
- All employees are responsible for sound risk management practices within their particular areas
- The Audit Committee is responsible for monitoring the implementation of this Policy.

Resources

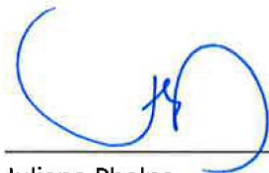
The following resources are committed by Council to assist with the implementation of this Policy:

- Director Community and Corporate Services to oversee the implementation of the Risk Management Strategy
- Manager Corporate Services to manage the implementation of the Risk Management Strategy
- Occupational Health and Safety Officer to coordinate implementation of the Risk Management Strategy
- Annual Budget allocation
- Audit Committee to monitor Strategy implementation
- Training for all Councillors and Staff
- Other resources as deemed necessary by the Chief Executive Officer.

Results

The deployment of this Policy together with the results achieved will be reviewed at least annually using an appropriate evaluation process.

Authorised by:



Juliana Phelps
Chief Executive Officer