	Enterprise Risk Management Policy
	Strategic

1. Purpose

The purpose of this policy is to express Warrumbungle Shire Council's (Council) commitment to implementing organisation-wide risk management principles, systems and processes that ensure the consistent, efficient and effective assessment of risk in all Council's planning, decision-making and operational processes.

2. Scope

This policy applies to all councillors, staff, contractors, and volunteers across all Council activities and processes.

3. Legislation and Associated Documents

ASSOCIATED POLICIES	**Supersedes:** Risk Management Policy
ASSOCIATED LEGISLATION	• *Local Government Act 1993* (NSW) • *Local Government (General) Regulation 2021* (NSW) • *Workplace Health and Safety Act 2011* (NSW)
ASSOCIATED DOCUMENTS	• WSC Enterprise Risk Management Plan • ISO 31000:2018 Risk management – Guidelines • TPP12-03 Risk Management Toolkit for the NSW Public Sector • TPP15-03 Internal Audit and Risk Management Policy for the NSW Public Sector • Office of Local Government Internal Audit Guidelines • Integrated Planning and Reporting Guidelines for local government in NSW • Any other relevant guidelines issued by the Office of Local Government

4. Definitions

Term	Definition
Control	A measure that modifies (reduces) risk. Includes existing Council processes, procedures, policies, devices, practices or other actions that act to minimise risk.
Council	Warrumbungle Shire Council
Council Official	An individual who carries out public official functions on behalf of Council or acts in the capacity of a public official. For the purpose of this policy, the Mayor, councillors, employees, members of Council committees and delegates of Council are Council officials.
Enterprise Risk Management Framework	The set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation.

Term	Definition
Executive Leadership Team	The General Manager and departmental Directors of Warrumbungle Shire Council
Risk	Effect of uncertainty on objectives, where an effect is a deviation from the expected. It can be positive, negative or both, and can address, create or result in opportunities and threats.
Risk Management	The coordinated activities to direct and control an organisation with regard to risk.
Risk Management Process	Systematic application of management policies, procedures and practices to the activities of communicating, consulting, establishing the context, and identifying, analysing, evaluating, treating, monitoring and reviewing risk.
Risk Treatment	Selection and implementation of an action or process identified to address or mitigate a risk.

5. Risk Management Framework

Council provides critical services and infrastructure to the residents, ratepayers and visitors to the Warrumbungle local government area. 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 Warrumbungle community.

It is therefore incumbent on Council to understand the internal and external risks that may impact 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 Council, staff and the community. It is also our responsibility to ensure the efficient, effective and ethical use of resources and services by ratepayers, residents, staff and visitors.

Council has developed a risk management framework consistent with Australian Standard ISO 31000:2018 and commits to fully integrating risk management within Council and applying it to all decision-making, functions, services and activities of Council in accordance with our statutory requirements.

6. Responsibilities

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

All staff 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 members of the Executive Leadership Team (ELT). In addition to their responsibilities as staff members, ELT are responsible for:
- ensuring all staff manage their risks in their own work areas. Risks should be anticipated, and reasonable proactive measures taken
- encouraging openness and honesty in the reporting and escalation of risks
- ensuring all staff have the appropriate capability to perform their risk management roles
- reporting to the General Manager on the status of risks and controls, and
- identifying and communicating improvements in Council's risk management practices to the Manager Corporate Services (the risk management function).

The Manager Corporate Services is available to support staff in undertaking their risk management activities.

To ensure Council is effectively managing its risk and complying with its statutory obligations, Council's audit, risk and improvement committee and internal audit function is responsible for reviewing Council's:
- 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.

7. Monitoring and Review
Council is committed to continually improving its ability to manage risk. 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 Council's requirements.

8. Getting Help
The staff member/s who can assist with enquiries about the policy:
Position: Manager Corporate Services
Department: Corporate and Community Services

9. Version Control
Next review date: March 2023
Staff member responsible for review: Manager Corporate Services

Policy Name	Version	Resolution No.	Date
Risk Management	1	208	16 December 2010
Risk Management	2	77/1314	15 August 2013
Risk Management	3	286/1617	18 May 2017
Enterprise Risk Management	Draft		