



Policy 1.1.17 – Risk Management

1. Policy Purpose

This Policy aims to achieve best practice for Shire of Harvey (aligned with AS ISO 31000:2018 Risk Management – Guidelines) in the management of all risks that may affect the Shire in meeting its objectives.

2. Policy Scope

This Policy applies to Council Members, the Executive Leadership Team, all workers, contractors and volunteers.

3. Policy

Every Council Member, all workers, contractors and volunteers within the Shire are responsible for risk management.

Risk at the Shire will be managed in accordance with the AS ISO 31000:2018 Risk Management – Guidelines.

Council is responsible for:

- Ensuring that strategic risk is managed in accordance with this Policy.
- Establishing and maintaining an Audit Committee in compliance with the *Local Government Act 1995*.
- Appointing / engaging External Auditors to report on financial statements annually.

The Audit Committee is responsible for:

- Receiving the CEO reviews conducted on the appropriateness of systems and procedures in relation to risk management, internal control and legislative compliance.
- Supporting Council to provide effective corporate governance.
- Providing oversight of all matters that relate to the conduct of External Audits.
- Being independent, objective and autonomous in deliberations.

The CEO is responsible for:

- Approving and reviewing the appropriateness and effectiveness of systems and procedures in relation to risk management, internal control and legislative compliance.
- Appointing Internal Auditors as required under Local Government (Audit) Regulations 1996.
- Liaising with Council in relation to risk acceptance requirements.
- Driving consistent embedding of a risk management culture.
- Analysing and discussing emerging risks, issues and trends.
- Documenting decisions and actions arising from risk matters.
- Owning and managing the Risk Profiles at Shire Level.

Operational areas are responsible for:

- Driving risk management culture within work areas.
- Owning, managing and reporting on specific risk issues as required.
- Assisting in the risk and control management meetings, by incorporating the following agenda items:
 - New or emerging risks.
 - Review exiting risks.
 - Control adequacy.
 - Outstanding issues and actions.

Risk Management will form part of the Strategic, Operational, Project and Line Management responsibilities and be incorporated into the Shire's Integrated Planning Framework.

4. Strategic Objective

The Policy aligns to the following strategic objective:



Effective civic leadership

Effective civic leadership is visionary and influential. It means listening to the community, balancing competing demands, making fair decisions and acting with integrity.

5. Definitions (From ISO 31000:2018)

Risk: The Effect of Uncertainty on Objectives.

Risk Management: Coordinated activities to direct and control an organisation with regards to risk.

Risk Management Framework: A set of components that provide the foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation.

Other Relevant Procedures / Key Documents

The Risk Management Policy relates to Objective 5.4 Sound governance including financial, risk and asset management.

6. Legislation

- *Work Health and Safety Act 2020.*
- Work Health and Safety Regulations 2022.

7. Related Documents

- Risk Management Framework.
- Risk Management Register.
- Risk Assessment Form.

Responsible officer	Chief Executive Officer		
Responsible directorate	Executive Services		
Responsible business unit	Governance and Strategy		
Version control	Date	Resolution	Number
Version 1	23.08.2005	Resolution	20589/1
Version 2	12.08.2008	Resolution	08/350
Version 3	15.12.2015	Resolution	15/363
Version 4	18.07.2017	Resolution	17/198
Version 5	17.09.2019	Resolution	19/233
Version 6	28.03.2023	Resolution	23/038
Version 7	18.04.2023	Resolution	23/055