

# Risk Management Policy

Approved: 17/04/2024

To outline council's objectives and appetite for risk management.

## Background

The purpose of this policy is to express Rous County Council's ('council') commitment to implementing organisation-wide risk management principles, systems, and processes, in accordance with accepted Australian Standards, that ensure the consistent, efficient, and effective assessment of risk in all council's planning, decision-making and operational processes.

## Policy statement

### (a) Risk Business Objective Statement

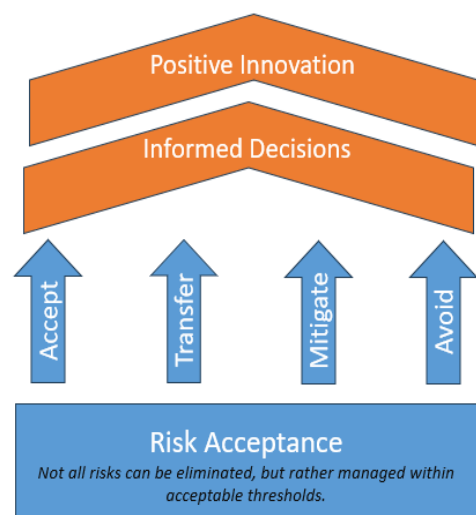
To provide a mechanism for supporting decision making and positive innovation by way of:

- Being able to create *value* and instil a level of *protection* across the Council.
- Having a process that is *customisable* to suit Council's needs.
- *Including and encouraging* stakeholder involvement.
- *Aligning* with Council's strategic and operational aims including regulatory.
- Providing *live* information for decision making.

### (b) Risk Appetite Statement

Rous acknowledges that not all risks can be eliminated, but rather managed within acceptable thresholds. The council is committed to applying the following risk strategies wholly or conjunction with each other as appropriate:

- *Accepting* risks that are within the legal and regulatory framework and consistent with its values and objectives.
- *Mitigating* risks that may have a significant negative impact on the community, finances, reputation, safety, or environment.
- *Transferring* risks, where appropriate and feasible, through mechanisms such as insurance, contracts, or partnerships, to external parties better equipped to manage or absorb them.
- *Avoiding* risks that pose an existential threat to the council's ability to fulfill its core functions or undermine public trust.
- Embracing *opportunities* for positive innovation and growth, recognising that calculated risk-taking can lead to creative solutions and improved services for the community



## (c) Roles and Responsibilities

### All Staff

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.

### Managers/supervisors

In addition to their responsibilities as staff members, senior staff/management are responsible for:

- ensuring all staff manage their risks within their own work areas. Risks should be anticipated, and reasonable protective 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/executive officer] on the status of risks and controls, and
- identifying and communicating improvements in [council's/joint organisation's] risk management practices to [council's/joint organisation's] risk management function.

### Risk Management function:

Council's risk management function is available to support staff in undertaking their risk management activities.

### Audit, Risk and Improvement Committee and Internal Audit function:

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 the 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.

### **Contact officer**

Risk and Assurance Specialist

### **Related documents**

#### **Policies**

Code of Conduct  
Cyber Security  
Fraud and Corruption Control  
Procurement

## Procedures

Business Continuity Plan  
Enterprise Risk Management Framework [under development]

## Legislation

*Local Government Act 1993 (NSW)*  
*Local Government (General) Regulation 2021 (NSW)*

## Other

Australian Risk Management Standard AS ISO 31000:2018  
[Guidelines for Risk Management and Internal Audit for Local Government in NSW](#)

File No.: F20/324-01		Next review date: 4 years	
Version	Purpose and description	Date adopted by Council	Resolution No.
1.0	To articulate, at a high level, the ways in which Rous County Council manages risk across its operations and meets requirements under the draft Risk Management and Internal Audit Framework for local councils in NSW	17/02/2021	07/21
2.0	Revised to use the Office of Local Government template and incorporate changes developed under the Phase One of the Enterprise Risk Management Framework implementation program	17/04/2024	13/24