

1. Policy Statement

The City of Marion ('the Council') is committed to excellence in governance. Risk management is an integral contributor to good governance and fosters effective decision making to achieve the Council's Vision and strategic themes and objectives, which focus on the community's aspirational goal of Wellbeing.

As risk is inherent in all aspects of the Council's activities, this Policy is aimed at supporting the maximisation of all viable opportunities whilst promoting a structured and consistent approach to minimising risk exposure into the Council's systems and functions. This represents good management practice and results in improved decision making, improved productivity and efficiencies, minimising business interruptions and enhancing outcomes for the community.

The purpose of this Policy is to formalise the Council's commitment to risk management and to establish responsibilities for the application of risk management within Council operations.

2. Policy Scope

This risk management policy applies to all operations and functions of the Council including operational, project and strategic.

3. Definitions

Risk – Damage, injury, loss or other unintended occurrence, (effect) resulting from an unplanned event (uncertainty), impacting on achieving Community outcomes and Council objectives

Risk Management – The coordinated activities to direct and control an organisation with regard 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

Risk Management Policy – A statement of the overall intentions and direction of an organisation related to risk management

4. Objectives

To achieve Council's risk management objectives, the City of Marion Risk Management Framework ('the Framework') has been established and refined in accordance with the International Standard ISO 31000:2009 Risk Management – Principles and Guidelines. The aim of the Framework is to provide guidance for maximising opportunities whilst minimising risks that may impact on achievement of Council's Vision.

The following objectives underpin the City of Marion's approach to addressing uncertainty:

- Introduce and embed a risk culture and high level of risk awareness throughout all levels of CoM to support achievements aligned to our vision, strategies, services and actions.
- Implement consistent risk management processes to manage risk and opportunities throughout CoM's organisational systems and functions including planning, resource allocation priorities, internal audit and control processes, in line with risk management standards including AS/NZS ISO 31000:2009 Risk Management –

Principles and Guidelines

- To clarify the responsibilities within the risk management framework to enable the consistent and systematic application of our risk management approach within all Council operations.
- To guide a risk management approach to strategic, operational and project decision making to ensure proactive management strategies are implemented to mitigate against events occurring and ensure robust contingency plans to lessen the impact of events if they were to materialise. .
- To strengthen the risk management program by implementing a Business Continuity Management (BCM) Framework to minimise the impact of business disruptions on the Council's critical community services.
- To protect public funds, assets and the integrity, security and reputation of the CoM by implementing a Fraud Policy which will prevent, identify, minimise and control fraudulent and/or corrupt activity.
- To provide adequate response to emergencies on behalf of the CoM residents and the community by implementing a Community Emergency Response Policy outlining our commitment to our community.
- To continually align the risk management program with the Business Excellence Framework.

5. Roles and Responsibilities

Council has the overall responsibility for risk, setting the organisation's risk tolerance, oversight of the organisation's systems for managing risk including approving and reviewing the City of Marion's Risk Management Policy and Framework.

To assist Council in discharging its responsibility in relation to risk management, the Council will seek the views of its Finance & Audit Committee. The responsibilities of the Committee are contained in the Committee's Policy and Terms of Reference.

Council has also delegated various powers and functions to the Chief Executive Officer to enable the setting of the policy and procedures to assist with the management of the City of Marion risk profile.

The Chief Executive Officer has overall accountability for an effective risk management program.

Note: The Framework provides further information on the risk management roles and responsibilities.

6. References

City of Marion Risk Management Framework

City of Marion Business Continuity Policy

City of Marion Fraud Policy

City of Marion Business Excellence Framework

City of Marion Finance & Audit Committee Policy and Terms of Reference

AS/NZS ISO 31000:2009 Risk Management Principles and Guidelines