Council Policy

Policy Title: **Risk Management**
Policy Number: CPOL1.12
Priority Area: Making Council Great
Responsibility: Governance and Risk
Meeting Adopted: 19/04/05- 2005-197

OBJECTIVE

The objective of Richmond Valley Council's Risk Management Policy is to ensure that sound Risk Management practices and procedures are fully integrated into Council's strategic and operational planning processes. This Policy will be supported by a complementary Risk Management Framework.

Between them, these documents will ensure that:

- All Council activities are clearly linked to and support one or more of the Strategic Objectives outlined in the Richmond Valley Council Delivery Program 2013/2017.

- Agreed success measures will be established for all Council activities and incorporated into Council Plans, Position Descriptions and annual staff evaluations.

- The threats and opportunities associated with all identified success measures will be identified, evaluated, treated, monitored and communicated, in accordance with the processes described in ISO 31000 2009 – Risk Management Principles and Guidelines

- The equipment and facilities used for the provision of Council services are appropriate for their intended purpose.

- Safe and secure systems of work are implemented and maintained.

- Adequate information, training and supervision are provided to all staff, contractors, committees and volunteers.

- Council's services are provided in compliance with all relevant Acts, Codes and Standards.

- All incidents and hazards are reported and investigated.

- Remedial actions identified as a result of incident investigations are adopted and communicated to prevent recurrence.

- The Risk Management program is effectively supported by consultation and communication at all levels.

- Council staff members with specific risk management responsibilities are aware of and effectively exercise those responsibilities.

- All Council staff members, committees, contactors, volunteers and the public co-operate to create a safe environment and preserve our assets for the future.

POLICY

Richmond Valley Council recognises that management has a responsibility to identify and address all threats and opportunities associated with:

- The provision of a safe and healthy operating environment for all employees, the general public and other stakeholders involved with the provision and use of Council services.

- The prudent management of Council property and resources on behalf of ratepayers.

Management undertakes to co-operate and consult with employees and external stakeholders, to ensure that the risks associated with all Council services and facilities are formally identified, assessed and managed in accordance with the principles outlined in ISO31000:2009 Risk Management (ISO 31000:2009).

Richmond Valley Council staff members also have a duty of care to each other and the general public. We are all accountable for the care of our own health and safety and that of others affected by our actions whilst we are engaged on Council business. We are also accountable for the proper and prudent management of property and assets in our control, in order to minimise loss, theft and damage. This includes but is not restricted to observing "best practice" WHS and wider Risk Management procedures put in place by Council, Contractors, committees and volunteers engaged in the provision of Council services, or the management of Council facilities and assets are also required to comply with this policy.

Integrated Framework

The Integrated Risk Management Framework to be employed by Richmond Valley Council is graphically represented in Annexure "A". It illustrates the key inputs, drivers and relationships that will influence and in turn, be influenced by this Policy and its supporting Strategy.
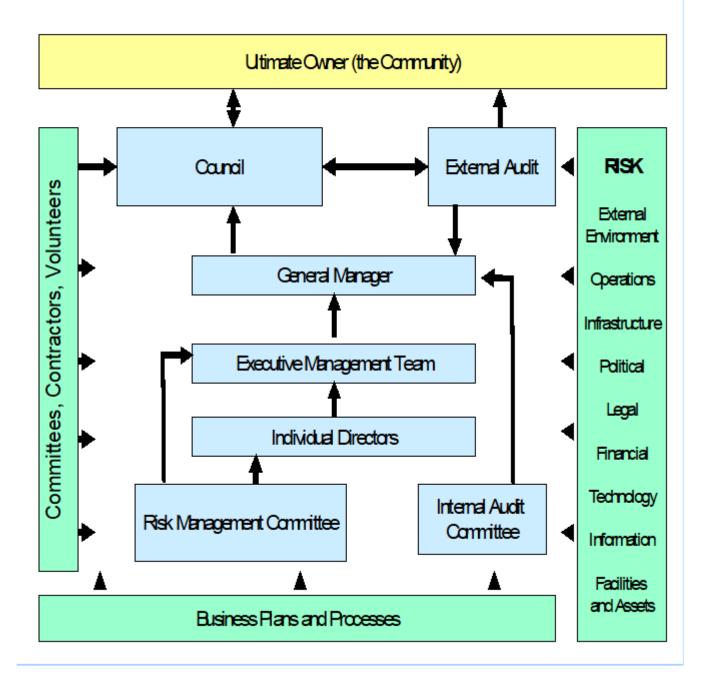
REVIEW

This policy will be reviewed by Council at the time of any relevant legislative changes, compliance requirements or at least every four years.

Version Number	Date	Reason/Comments
1	19/04/2005	New Policy

2	25/08/2015	Formatting and ISO reference amended.

Annexure "A"

RICHMOND VALLEY COUNCIL
INTEGRATED RISK MANAGEMENT FRAMEWORK