Lithgow CITY COUNCil

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9. GOVERNANCE

9.14 Policy

RISK MANAGEMENT

Version 1

9.   GOVERNANCE

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OBJECTIVES
Lithgow City Council's mission is: to facilitate engagement between local government stakeholders impacted by a local government policy in order to generate a strong coordinated response.

As a local government entity, Lithgow City Council is an organisation where its very survival is contingent on the quality of its outcomes, where any impact on reputation could have devastating consequences. The management of risk within Lithgow City Council is an important enabling function that will help the Council meet the expectations of our many stakeholders and provide quality services to our client base.

Our understanding and management of risk will provide greater certainty and security for stakeholders, our employees and our customers. We will be better informed, more decisive and move with increased confidence to the achievement of our specified outcomes and objectives.

PURPOSE
The purpose of this risk management policy is to provide guidance regarding the management of risk to support the achievement of corporate objectives, protect staff and business assets and ensure financial sustainability.

In implementing this policy, Lithgow City Council is committed to ensuring:
   a. That risk management is an integral part of Lithgow City Council planning and decision making processes
   b. There is a consistent approach to managing risks across Lithgow City Council.
   c. Clear roles and responsibilities are defined.
   d. All staff with risk management roles and responsibilities are provided with necessary authority to undertake these responsibilities.
   e. There is accountability assigned to all those with risk a management responsibilities.
   f. The necessary resources are allocated in support of the policy outcomes.
   g. Communication within Lithgow City Council stakeholder community in relation to the identification and management of risk is promoted and encouraged.
   h. We are honest with ourselves and with others in relation to the risk exposures and challenges faced by Lithgow City Council.

In making this commitment, Lithgow City Council will be well placed to meet our mission and will ensure the credibility and reputation of the organization within our stakeholder community is of the highest order.

LINKAGE

This Policy provides the over-arching guidance for the Lithgow City Council Risk Management Framework.

It is supported by:
   a. Lithgow City Council Strategic Risk Context;
   b. Lithgow City Council Risk Management Plan;
   c. Lithgow City Council WHS Policy;
   d. Lithgow City Council Fraud Control Policy; and
   e. Lithgow City Council Business Continuity Policy and Plan.

If there are any amendments to this policy, all other policies and plans must be reviewed in order to ensure they are still aligned.

APPLICATION

This Risk Management Policy applies to all Lithgow City Council activities.

POLICY STATEMENTS

The following are the policy statements for Lithgow City Council Risk Management Program:
   a. Lithgow City Council Directors and Managers must lead, actively participate and have complete oversight of all aspects of risk management within their areas of responsibility.
   b. The criteria to be used for risk assessments are those detailed in the Lithgow City Council Risk Management Plan, which supersedes any risk plans that have been developed previously.
   c. All Lithgow City Council risks are to be recorded and updated within the Lithgow City Council risk register.
   d. All risk registers are to be periodically and consistently reviewed in accordance with the timeframes specified in the Lithgow City Council Risk Management Plan.
   e. Risks are to be reported Council members quarterly.

By implementing these policy statements, Council will have a much greater chance of achieving the objectives captured in the Integrated Plans. Furthermore, it will provide Council executive with visibility of Lithgow City Council risk profile, something that has not previously been available.

PERFORMANCE MEASURES

The performance of the risk management program will be measured in relation to three distinct categories:
   a. Compliance with this policy;
   b. Maturity of the risk management program; and
   c. Value-add to the organisation.

The full detail of the performance measures for the risk management program are detailed in Council Strategic Risk Management Context and reflected in the Council Risk Management Plan.

ROLES AND RESPONSIBILITIES

The following is a broad overview of the roles and responsibilities for the management of risks within Lithgow City Council. Full roles and responsibilities are contained in the Lithgow City Council Risk Management Plan.

Elected Members (Councillors)	Lithgow City Council elected members are responsible for providing leadership for the implementation and ongoing maintenance of the Lithgow City Council risk management program through involvement in the process, allocation of sufficient resources and effective engagement with all Lithgow City Council stakeholders on risk matters.
Executive Leadership Team (ELT)	Is responsible for the effective implementation of Lithgow City Council risk management program as well as ensuring the ongoing robustness of the program.
Risk Coordinator	To undertake the day to day responsibilities, provide advice on risk management and guidance to the Executive Leadership Team (ELT).

POLICY OWNER

The policy is owned by the Council elected members (Councillors).

REVIEW REQUIREMENTS

This policy is to be reviewed every elected term.

CONCLUSION

The development and implementation of the Risk Management Program will contribute significantly to the effective governance of Lithgow City Council.

The visibility of risks will provide Council executive team, with a detailed understanding of our risk profile and will assist greatly in decision making.

The effective implementation and ongoing maintenance of the Risk Management Program requires commitment and leadership from all levels of management within Lithgow City Council.

General Manager
Lithgow City Council.

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