



Policy Owner: Executive Manager Governance

Policy Category: Strategic

Direction: 5. Our Civic Leadership

1. STATEMENT OF INTENT

1.1. Enterprise Risk Management (ERM) shall enable North Sydney Council's business by holistically and continuously improving assurance, security and resource use. ERM shall:

- a) create value;
- b) be integral to Council's processes;
- c) be part of decision making;
- d) explicitly address uncertainty;
- e) be systematic, structured and timely;
- f) be based on the best available information;
- g) be tailored to Council's requirements;
- h) take human and cultural factors into account;
- i) be transparent and inclusive;
- j) be dynamic, iterative and responsive to change; and
- k) facilitate continuous improvement.

1.2 The purpose of this policy is to express Council's commitment to implementing organisation-wide risk management principles, systems and processes that ensure the consistent, efficient and effective assessment of a risk in all Council's planning, decision-making and operational processes.

2. ELIGIBILITY

2.1. This policy applies to all Councillors, committee members, staff members and others acting on behalf of Council.

2.2. This policy applies to any person or organisation contracted to or acting on behalf of Council.

3. DEFINITIONS

3.1. ERM - is the holistic management of risk to ensure the achievement of Council's objectives.

4. PROVISIONS

- 4.1 Council provides critical services and infrastructure to the residents, ratepayers and visitors to the North Sydney local government area. Council also has service agreements and contractual obligations with government and non-government agencies and organisations and has its own strategic goals and objectives that it seeks to achieve on behalf of the North Sydney community.
- 4.2 It is therefore incumbent on Council to understand the internal and external risks that may impact the delivery of these services, contracts and strategic objectives and have processes in place to identify, mitigate, manage and monitor those risks to ensure the best outcome for council, staff and the community. It is also our responsibility to ensure the efficient, effective and ethical use of resources and services by ratepayers, residents, staff and visitors.
- 4.3 Council has developed a risk management framework consistent with *Australian Standard 31000:2018* to assist it to identify, treat, monitor and review all risks to its operations and strategic objectives and apply appropriate internal controls.
- 4.4 Council is committed to the principles, framework and process of managing risk as outlined in *Australian Standard 31000:2018* and commits to fully integrating risk management within the council and applying it to all decision-making, functions, services and activities of the council in accordance with our statutory requirements.

5. RESPONSIBILITY/ACCOUNTABILITY

- 5.1. Council aims to create a positive risk management culture where risk management is integrated into all everyday activities and managing risks is an integral part of governance, good management practice and decision making at Council. It is the responsibility of every staff member and business area to observe and implement this policy and Council's risk management framework.
- 5.2. All staff are responsible for identifying and managing risk within their work areas. Key responsibilities include:
 - a) being familiar with, and understanding, the principles of risk management,
 - b) complying with all policies, procedures and practices relating to risk management,
 - c) alerting management to risks that exist within their area, and
 - d) performing any risk management activities assigned to them as part of their daily role.

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- 5.3 Risk management is a core responsibility for all Senior staff and Managers at North Sydney Council. In addition to their responsibilities as staff members, senior staff/management are responsible for:
- a) ensuring all staff manage their risks within their own work areas. Risks should be anticipated, and reasonable protective measures taken
 - b) encouraging openness and honesty in the reporting and escalation of risks
 - c) ensuring all staff have the appropriate capability to perform their risk management roles
 - d) reporting to the General Manager and MANEX on the status of risks and controls, and
 - e) identifying and communicating improvements in Council's risk management practices to Council's risk management function.
- 5.4 Council's risk management function is available to support staff in undertaking their risk management activities.
- 5.5 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:
- a) risk management processes and procedures
 - b) risk management strategies for major projects or undertakings
 - c) control environment and insurance arrangements
 - d) business continuity planning arrangements, and
 - e) fraud control plan.
- 5.6 Council is committed to continually improving its ability to manage risk. Council will review this policy and its risk management framework at least annually to ensure it continues to meet the requirements of the Local Government Act 1993, Local Government (General) Regulation 2005, and the Council's requirements.

6. RELATED POLICIES/DOCUMENTS/LEGISLATION

The Policy should be read in conjunction with the following Council policies and documents:

- Enterprise Risk Management Framework

The Policy should be read in conjunction with the following documents/legislation:

- AS/NZS ISO 31000:2018 Risk Management
- Office of Local Government issued guidelines

Version	Date Approved	Approved by	Resolution No.	Review Date
1	28 May 2012	Council	295	2012/13
2	18 February 2013	Council	61	2016/17
3	25 June 2018	Council	214	2020/21
4	19 November 2018	Council	449	2020/21
5	26 April 2022	Council	111	2024/25