

Policy Name	Enterprise Risk Management
Policy Number	CS32
Responsible Section	Governance
Responsible Department	Corporate Services
Date Last Adopted	12 July 2022
Date of Next Review	July 2025
Applicable Legislation	Local Government Act 1999; Local Government (Financial Management) Regulations 2011, Anti-Money Laundering and Counter Terrorism Financing Act 2006, Work Health and Safety Act 2012, Return to Work Act 2014, AS/NZS ISO 31000:2018
Related Governance Documents	Enterprise Risk Management Operating Guideline Fraud and Corruption Policy Internal Controls Framework and associated Policy Work Health, Safety & Return to Work Policy and associated Framework.
City Plan Theme	Leadership

1. PURPOSE/OBJECTIVE

This policy supports the City of Port Adelaide Enfield’s approach to risk management as administered through the Enterprise Risk Management Operating Guideline and is based on the Australian Standard on Risk management – Guidelines (AS/NZS ISO 31000:2018).

2. SCOPE

The Policy is applicable to all employees, Council & Committee Members, volunteers, and contractors across the organisation when providing Council based works and services.

3. POLICY

It is the policy of the City of Port Adelaide Enfield that all work areas implement risk management practices that provide an effective process for the identification, analysis and management of both negative and positive impacts on physical, social and economic capital. This will support sustainability and safeguard Council’s assets, infrastructure, people, finances and reputation.

In its application of this policy, the Council is committed to:

- (a) achieving its business objectives while minimising the impact of significant risks that the Council can meaningfully and realistically control;
- (b) protecting and enhancing the Council's reputation;
- (c) behaving in a responsible and ethical manner, protecting staff, volunteers and the broader community from reasonably foreseeable harm and protecting physical property from loss or damage;
- (d) establishing the right balance between the cost of control and the risks it is willing to accept as part of the business and industry environment within which it operates;
- (e) recognition and exploitation of opportunities; and
- (f) establishing resilience and increased efficiency in relation to risk management.

4. ROLES AND RESPONSIBILITIES

1. The Chief Executive Officer has the ultimate responsibility for ensuring that risk is managed across the Council.
2. The Chief Executive Officer and Directors are responsible for monitoring the corporate implementation of the Enterprise Risk Management Operating Guideline and Policy.
3. The Manager People and Culture is responsible for overseeing the development and maintenance of the Work Health and Safety culture, framework and systems throughout the Council.
4. The Director Corporate Services is responsible for overseeing the development, facilitation and implementation of a risk management culture, framework, and corporate program, including training and awareness, monitoring corporate risk management performance and management reporting.
5. The Audit and Risk Committee is responsible for reporting to Council and reviewing management's approach to risk, in particular, risks associated with the core activities of Council. It also reviews Council's overall risk management profile, ensures that periodic assessments are undertaken, control measures are established, and their effectiveness is monitored and reviewed.
6. Directors are responsible for their directorate's risk management performance, including implementation of the Enterprise Risk Management Policy and Operating Guideline, ensuring appropriate resources for risk management actions are made available and ensuring effective monitoring, reviews and reporting are undertaken.
7. Each Manager is accountable for implementing the Enterprise Risk Management Policy and Operating Guideline through appropriate actions in their area of responsibility. This includes ensuring that their overall section risk registers/profiles are entered by staff into relevant registers and escalated to the Risk function for notification.



8. All employees (including volunteers) and service providers are responsible for applying risk management practices in their area of work and ensuring that City of Port Adelaide Enfield management are aware of all types of risks associated with Council's operations. This extends to recommending suitable plans to manage risks and obtaining appropriate approval prior to action.

5. DEFINITIONS

'Risk' - is the effect of uncertainty on objectives. It is measured in terms of a combination of the likelihood of an event and its consequence.

'Risk Management' is the coordinated activities to direct and control an organisation with regard to risk. It relates to all aspects of the organisation's operations and practice.

'Risk Management Framework' - consists of the applicable legislation, AS/NZS ISO 31000:2018, Enterprise Risk Management Policy (this document); Enterprise Risk Management Operating Guideline and all relevant risk related registers and tools.

'Risk Management Policy' – A statement of the overall commitment and principles of an organisation related to risk management including a statement of roles and responsibilities.

