Policy 5.03 Risk Management and Insurance

Department
Organisational Development and Governance

Responsible Officer
Executive Manager

Scope
This policy and procedure manual encompasses the processes that are implemented to manage risk and insurance for Bega Valley Shire Council’s operations and specifies the requirements for collecting information about incidents that may increase risk to the organisation.

Purpose
- To provide a safe environment for people in the Bega Valley Shire.
- To manage mitigation and minimise risk and its cost as an integral part of the BVSC.
- To embed a culture of risk management into Council systems, processes and people through training and continuous improvement.

Definitions
Nil

Legislative requirements
State Records Act 1998
Local Government Act 1993
Environmental Planning & Assessment Act 1979
Swimming Pools Act 1992

Policy Statement
Bega Valley Shire Council will address the matter of ‘risk management and insurance’ in a systematic manner by:
- Ensuring that its risk exposure is covered by adequate insurance arrangements wherever possible.
- Committing and managing risk to meet its fiscal, environmental, infrastructure and social responsibilities.
- Ensuring risk management is an integral part of the Council’s governance process and is used in all decision making to minimise potential harm to people, the environment, disruption to operations and damage to property.
- Assessing and managing all risk within one framework with all areas being responsible for implementing their own risk management plans based on specific needs.
- Implementing all risk management practices consistent with the Australian and New Zealand Risk Management Standard AS/NZ4360.
- Regularly measuring and reporting on risk management performance and participating in independent audits
- Participating in strategic alliances and council cooperatives regarding risk and safety management
- Conducting regular reviews of strategies, policies, procedures and practices
Policy Version Control

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Procedures, guidelines and supporting documents

5.03.1 Risk Management
5.03.2 Best practice risk management manual – gathering information
5.03.3 Professional Indemnity
5.03.4 Remote supervision by signage
5.03.5 Capturing Enterprise Risk
5.03.6 Risk Management Committee – terms of reference
5.03.7 Closing Tathra and Merimbula Wharves during a Dangerous Surf Warning

Related BVSC Policies

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Note: Policy details may change prior to review date due to legislative changes. For the most up-to-date version please refer to Council’s website www.begavalley.nsw.gov.au