

## RISK MANAGEMENT IMPLEMENTATION PLAN 2021/22

No.	Activity	Output	Capacity required	Due date	Responsible person	Status as at xxx
<b>Risk Governance</b>						
1.	Update the Risk Management Policy, Strategy and Implementation Plan	Approved Risk Management Policy, Strategy and Implementation Plan		May 2022	Risk Committee	
2.	Update the Fraud and Risk Committee Terms of Reference	Approved Fraud and Risk Committee Terms of Reference		May 2022	Risk Committee	
3.	Embed risk management into daily business operations and decision making	<ul style="list-style-type: none"> <li>• Practical work sessions to be held with the be appointed Risk Champions; and</li> <li>• Methodology of Risk Management be embedded in the process flow of the transaction analysis during day to day operations.</li> </ul>		Dec 2021	MM/Directors	
4.	Update the Anti-Fraud and Corruption Strategy and Policy and Plan	Approved Anti-Fraud and Corruption Strategy and Policy and Plan		May 2022	Risk Committee	
<b>Risk Identification, Analysis and Evaluation</b>						
5.	Quarterly review and approval of the strategic risk register	Risk register approved by the MM		Quarterly	Risk Committee	
6.	Quarterly review and approval of the operational risk registers	Risk registers approved by the Directors		Quarterly	Risk Committee	
<b>Risk Reporting</b>						
7.	Quarterly report to the FRC	Report which includes progress with risk management initiatives and updated risk registers		Quarterly	Risk Management Function	
8.	Submit the risk register to internal audit	Latest available approved risk register submitted to internal audit for the internal audit plan		May 2022	Risk Management Function	
9.	Submit relevant risk information to external audit	Risk documentation to be provided during the annual external audit process		Annually	Internal Audit	
10.	Submit minutes of the Fraud and Risk Committee meetings to the Audit and Audit Performance Committee.	Minutes of Fraud and Risk Committee to be included on the agenda of the Audit and Audit Performance Committee.		Quarterly	Secretariat to forward to the Audit and Audit Performance Committee.	
<b>Risk Monitoring</b>						
11.	Evaluation of the effectiveness of risk management in the municipality	Internal audit annual coverage plan.		June 2022	Internal Audit	
12.	Evaluation of the effectiveness of the Fraud and Risk Committee	Annual self-evaluation to be performed and action plan to be drafted to address areas identified for improvement.		June 2022	Risk Management Function	
13.		KPIs for the Risk Champions in respect of risk management		June 2022	Strategic Manager	

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	Performance agreements to include risk management responsibilities of relevant staff members	KPIs for the Directors in respect of risk management		Next Performance cycle		
14.	Consideration and incorporation of risk management in the annual planning and budget process of the municipality	Risks incorporated into annual planning and budget documents		May 2022	CFO	
<b>Risk Awareness and Training</b>						
15.	Provide training to the relevant role players in terms of their roles and responsibilities in risk management at the municipality	Monitoring of risk training plan supported by training attendance registers		Quarterly	Risk Management Function/Risk Champions	
16.	Communicate contents of the updated Risk Management Policy and Strategy to the municipal staff.	Communications to the municipal staff via intranet.		Sept 2021	Public Relations Officer/Administration	