

# West Coast District Municipality

## Risk Management Strategy and Implementation Plan



## TABLE OF CONTENTS

		<u>PAGE NO.</u>
1.	INTRODUCTION	3
2.	PURPOSE OF DOCUMENT	3
3.	RISK MANAGEMENT IMPLEMENTATION	3
<b>APPENDIX A</b>	Risk Management Implementation Plan	4

### ACRONYMS

AAPC	Audit and Audit Performance Committee
ERM	Enterprise-wide Risk Management
IDP	Integrated Development Plan
MM	Municipal Manager
FRC	Fraud and Risk Committee
AG	Auditor General

## **1. INTRODUCTION**

West Coast District Municipality has undertaken to embed a culture of Enterprise-wide Risk Management (ERM) within the municipality and to identify, assess, manage, monitor and report risks to ensure the achievement of objectives as identified in the IDP.

## **2. PURPOSE OF DOCUMENT**

The purpose of the risk management strategy is to support the implementation of the ERM policy. This strategy and implementation plan sets out all risk management activities planned for the 2021/22 financial year. This document also provides insight as to how the municipality will implement risk management going forward.

## **3. RISK MANAGEMENT IMPLEMENTATION**

### **3.1. Reporting Lines**

The risk management function will report administratively to the Municipal Manager and report quarterly to the Fraud and Risk Committee (FRC).

### **3.2. Risk Reporting**

The following risk management reports will be produced:

- (a) The Council will consider risk reports from the Audit and Audit Performance Committee (AAPC) and minutes of the AAPC meetings, as well as related reports from other assurance providers via the AAPC.
- (b) The risk management function will prepare a quarterly report to the FRC. This report will contain the following:
  - A status report on the progress made against the approved risk implementation plan;
  - The updated strategic and operational risk registers;
  - All risks that are outside the agreed risk tolerance and risk appetite level. The committee should consider additional actions/guidance relating to these risks and obtain agreement on how to proceed with these risks;
  - Emerging risks identified; and
  - Any relevant risk management information/intelligence.
- (c) The minutes of the FRC meetings will be submitted on a quarterly basis to the AAPC.
- (d) The risk management function will submit the third quarter risk registers and profiles to Internal Audit for input into the internal audit annual coverage plan.

- (e) The risk management function will submit relevant risk information to the AG as requested.
- (f) Risk related information requested by any other party requires approval by the MM prior to the information being provided.

**4. APPROVAL**

Recommended by the Fraud and Risk Committee:

Signature: \_\_\_\_\_

Name in Print: \_\_\_\_\_

Date: \_\_\_\_\_

Position: Chairperson

Recommended by the Audit and Audit Performance Committee:

Signature: \_\_\_\_\_

Name in Print: \_\_\_\_\_

Date: \_\_\_\_\_

Position: Chairperson

Recommended by the Municipal Manager:

Signature: \_\_\_\_\_

Name in Print: \_\_\_\_\_

Date: \_\_\_\_\_

Position: Municipal Manager

Approved by Council Resolution  
Resolution No.: \_\_\_\_\_

Date: \_\_\_\_\_