

CENTRAL COAST REGIONAL DISTRICT POLICIES

A-36 – Risk Management Policy

Preamble: The Central Coast Regional District defines risk as the chance or possibility of loss, damage, injury or failure to achieve objectives caused by an unwanted or uncertain action or event. Risk management is a planned and systematic approach to the identification, evaluation and control of those risks which can threaten the assets or financial and organisational wellbeing of the Central Coast Regional District.

The Central Coast Regional District recognizes its responsibility to manage risks effectively in order to control its assets and liabilities, protect its employees and communities against potential losses, minimise uncertainty in achieving its goals and objectives and maximise the opportunities to achieve its vision.

The Central Coast Regional District is aware that some risks can never be eliminated fully, this policy will identify the mitigation and implementation tools that are and will be developed to ensure all reasonable actions are taken.

Scope: This policy has been developed to address the Central Coast Regional District regular operations. Emergency Management plans and services are beyond the scope of this policy. Emergency Management is covered separately and specifically in CCRD Emergency Management Plans and Policies.

Policy:

1. Overview

Risk management efforts of the Central Coast Regional District will be divided into four categories that account for potential risks that may be realized by the district during its regular operations.

Financial
Asset Management
Information Technology
Business Continuity

2. Objectives

The objectives of the Risk Management policy is to:

- Raise awareness of the need for risk management;
- Inform policy and decision making by identifying risks, their likely impact, mitigation and recovery strategies;
- Track and address identified risk management concerns.

These objectives will be achieved in each of the four categories by:

- Establishing clear roles, responsibilities and reporting lines within the Central Coast Regional District;
- Monitoring established plans on an ongoing basis;
- Developing a risk matrix to identify risks;
- Continually improving on in-house risk management expertise.

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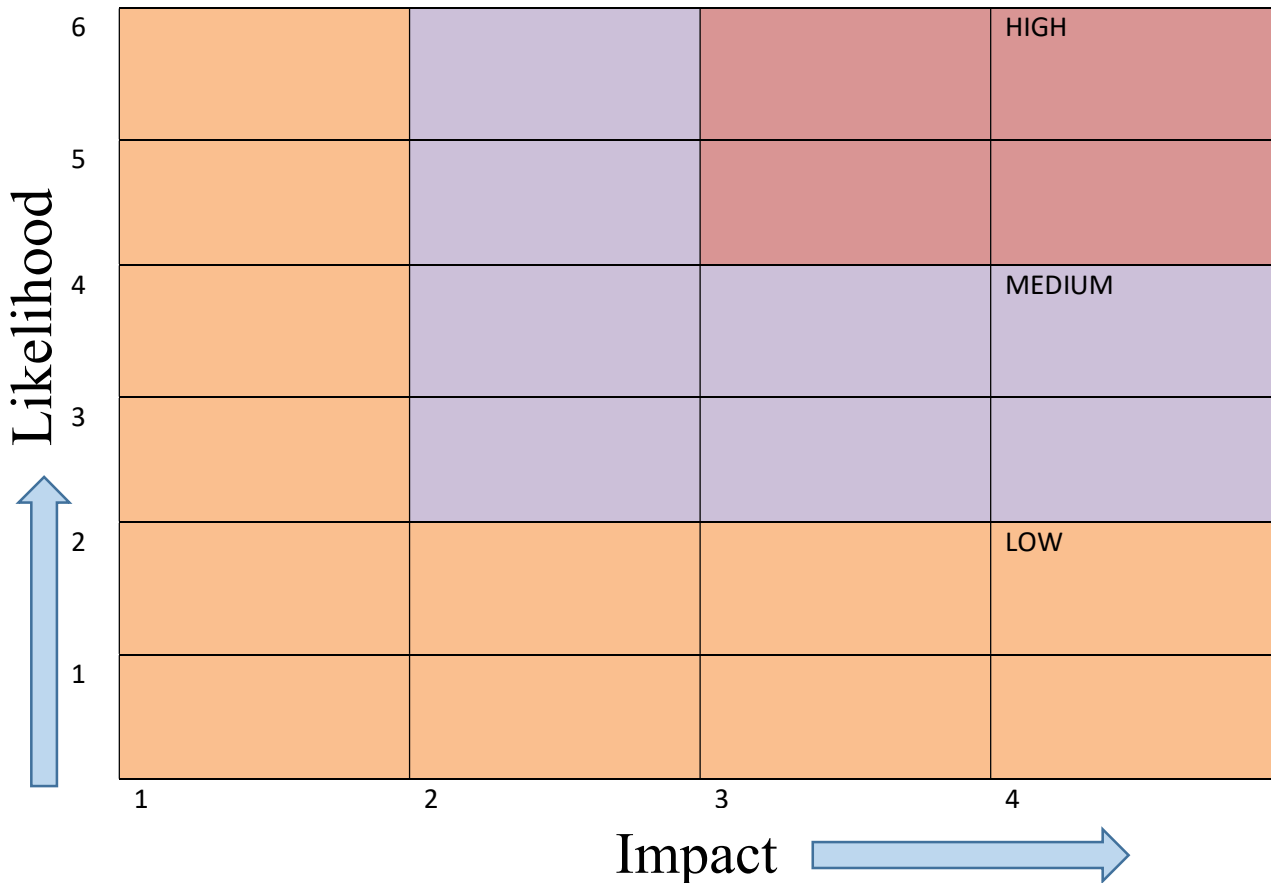
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3. Identifying, Measuring, Reporting Risk

The following risk profile will be used by CCRD administration to assess the risk level of administrative and executive actions and decisions.

Likelihood: Is the frequency or probability that an identified risk will occur

Impact: Is the degree to which the risk will create negative consequences



For actions that require a decision of the Board of Directors, the findings of the risk assessment will be incorporated and highlighted in administrative reports to the board of directors and will address:

- whether the risk or potential risks have been evaluated;
- the findings of the assessments (High, Medium, or Low);
- plans, controls and/or mitigation steps that exist or will be implemented/taken to minimize the risk to the Central Coast Regional District.

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- In this reporting component reference may be given to existing CCRD Plans or Policies that address the identified risk and its controls or the following 5 categories of controls.
 1. Avoidance – Can a risky activity be avoided/cancelled?
 2. Prevention or modification – Can an activity be modified to reduce the risk of loss?
 3. Mitigation – What can be done to reduce the risk of loss?
 4. Retention – Accept the risk; establish deductibles accordingly, or chose not to insure and accept full responsibility.
 5. Transfer (Sharing) – Transfer or share the risk with a third party.

Date: February 9, 2017

Amended: May 11, 2023