

A1.2.1 BF:SS

February 2009

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This is Page No. 1 of the Staff Report as presented to the duly convened Special Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday 24 February 2009, commencing at 5.30 pm.

General Manager

Mayor

B1. ENTERPRISE RISK MANAGEMENT PROGRAM
Staff Report to the 17 February 2009 Ordinary Meeting
File No. A1.1.2
Prepared by John Chapman on 16 February 2009

Council at its Ordinary Meeting held on 17 February 2009 resolved that a Special meeting be held on Tuesday 24th February 2009 commencing at 5.30 pm to receive a presentation from Echelon Australia Pty Ltd in relation to their proposal to conduct a diagnostic review. A copy of Echelon's proposal is attached for Council's information (**Attachment B1**).

Council is required, as part of the Better Practice Review carried out by the Department of Local Government, to establish an Enterprise Risk Management Plan. Investigations have been undertaken into the preferred method of development of a comprehensive risk management plan and, following enquiries made, a proposal has been received from Echelon Australia Pty Ltd to develop a diagnostic review program as the initial process leading to the establishment of a comprehensive Enterprise Risk Management Program.

Enterprise Risk Management has become widely recognised as an appropriate and robust framework to effectively identify, assess and manage the wide range of potential risks within an organisation. Such risks arise through corporate governance requirements, legal liability, information management, occupational health & safety, reputation aspects, people management and business interruption threats.

The Echelon proposal provides for experienced Echelon risk management personnel and senior staff within Oberon Council to develop a framework providing key principles, a common language and clear guidance for management and staff on how risk is to be managed within their area of responsibility.

The framework will then guide Council to achieve objectives such as effective compliance with legislative requirements, quality reporting to senior management, and demonstration of good governance.

Echelon has endeavored to ensure the Enterprise Risk Management model is in line with Department of Local Government expectations as expressed in the 'Promoting Better Practice' Reform Program and associated review recommendations to Oberon Council.

In order to achieve the above it is important to establish the position of the organisation and the environment it currently operates within to manage risk. Analysing the existing values, awareness and level of implementation reflected in current processes will assist Echelon in analysing the level of risk management maturity present in Oberon Council and thus develop an appropriate Enterprise Risk Management Program tailored individually to Oberon Council. This analysis process is called the Diagnostic Review.

Recommendation:

That the proposal submitted by Echelon to carry out a Diagnostic Review of Oberon Council at a cost of \$10,000 be accepted.

This is Page No. 2 of the Staff Report as presented to the duly convened Special Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday 24 February 2009, commencing at 5.30 pm.

B2. MULTI-PURPOSE COMMUNITY CENTRE
Staff Report to the 5 February 2009 Special Meeting
File Nos. A3.11
Prepared by Bruce Fitzpatrick on 18 February 2009

Council, at its 17 February 2009 Ordinary Meeting resolved that Sue McGregor be requested to attend the Special Council Meeting on 24 February 2009 to present the concept plans for a Multi-purpose Community Centre.

Submitted,

A handwritten signature in black ink, appearing to read 'Bruce Fitzpatrick', with a stylized flourish at the end.

Bruce Fitzpatrick
General Manager

This is Page No. 3 of the Staff Report as presented to the duly convened Special Meeting of Oberon Council to be held at the Council Chambers, Oberon on Tuesday 24 February 2009, commencing at 5.30 pm.