



PUBLIC SECTOR COMMISSIONER'S CIRCULAR

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Number: 2009-19
Issue Date: 08 May 2006
Review Date: 23 March 2011

Supersedes: Premier's Circular 2006/03

TITLE: RISK MANAGEMENT AND BUSINESS CONTINUITY PLANNING

POLICY

All public sector bodies must practise risk management, regularly undertake a structured risk assessment process to identify the risks facing their organisations, be able to demonstrate the management of risks, and where appropriate, have continuity plans to ensure they can respond to and recover from any business disruption.

All public sector bodies have been required to submit details of their risk management policy, assessment processes and continuity plans to RiskCover. Public sector bodies must ensure that risk management policies and continuity plans are maintained and reviewed on a regular basis.

BACKGROUND

Risk management has been a feature of the operation of the public sector for many years, with such requirements included in the Treasurer's Instructions. The Insurance Commission of Western Australia through its RiskCover Division has a mandate to manage and administer risk management arrangements on behalf of public authorities and to provide advice to the Government on matters relating to risk management.

Planning for major risk events, such as natural disasters, often receives special focus with a great deal of planning and mitigation work undertaken to deal with potential issues. However, it is a matter of good corporate governance that risk assessment and continuity planning are subject to continual review at the highest levels of an organisation. In more recent times the threat of terrorism and the possibility of an influenza pandemic have reinforced the need for government agencies to be prepared and able to continue to deliver services no matter the circumstances.

The proclamation of the *Emergency Management Act 2005* together with other State initiatives such as the Western Australian Management Plan for Pandemic Influenza, are parts of the process of ensuring that the public sector and the community are well prepared for emergencies of any kind.

Many agencies will already have well developed risk management processes while others may be less well prepared.

RiskCover consultants will continue to be available to guide and assist agencies to enable them to meet the requirements (contact Mr Jim Hodges, Risk Management Services Manager, RiskCover 9264 3702). Education and training in risk management and business continuity planning is also available through RiskCover.



M C Wauchope
PUBLIC SECTOR COMMISSIONER

Other relevant Public Sector Commissioner's Circulars:	n/a
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