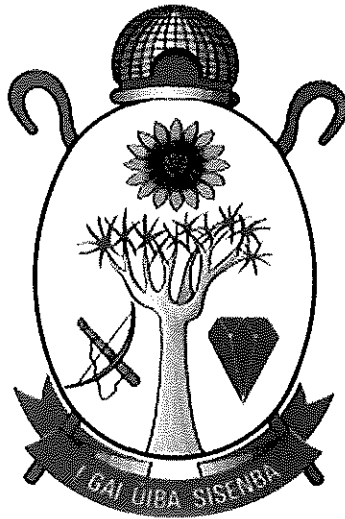


NAMA KHOI MUNICIPALITY



RISK MANAGEMENT IMPLEMENTATION PLAN

2016/2017

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PURPOSE AND OBJECTIVE

This document serves to outline the Municipal Risk Management Activities that will be carried out in the 2016/2017 financial year. It further gives effect to how the Risk Management Policies, Strategies and best practices will be implemented to ensure a wider coverage of risks to which the Municipality is exposed.

1. BACKGROUND

The coordination and implementation of Risk Management activities and practices should ideally reside within the Municipality Manager's Office.

For capacity building in the risk management area as well as implementation thereof for the current financial year, partnership with Provincial Treasury has been established.

In view of the above mentioned it is noted that the Municipality is currently conducting a risk assessment.

2. DETAILED PLAN – 2016/2017

Given that the greatest challenge remains capacity within the Municipality, for the financial year ending 30 June 2017, we are looking forward to entering into a partnership with Northern Cape Provincial Treasury to execute the plan as indicated below.

Activity	Due date and responsible official	Outputs / Outcomes
Risk planning		
Detailed risk management implementation plan	Chief Risk Officer and Co-sourced: Provincial Treasury	An approved Risk Implementation Plan 2016/2017 Council Meeting – July 2016 - Approval
Risk orientation		
Review of risk management policy	Co-sourced: Provincial Treasury	Approved risk management policy
Review risk management strategy	May / June 2016 Co-sourced: Provincial Treasury	Policy will be workshopped on 20 – 21 April 2016 Council Meeting – June 2016 for approval To be implemented on 01 July 2016 Strategy will be workshopped on 20 – 21 April 2016 Council Meeting – June 2016 for approval To be implemented on 01 July 2016
Annual risk review	May / June 2016 Co-sourced: Provincial Treasury 23-26 February 2016 05-6 April 2016 29 April 2016	Approved risk register 2016/2017
Risk monitoring		
Quarterly Reviews Develop Risk Management Committee Charter Risk management committee report	June, September, December and March Charter Approved by Council May/June 2016 July , October, December 2016 and April 2017 Chairperson of Risk Management Committee	Functional Risk Management Committee Charter will be workshopped on 20 – 21 April 2016 Council Meeting – June 2016 for approval To be implemented on 01 July 2016 First Risk Committee Meeting will be held June 2016 – Approval of Risk Register for 2016/2017

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Activity	Due date and responsible official	Outputs / Outcomes
Risk Assessment		
Develop strategy plan to address risks classified under Management function.	Chief Risk Officer - Next Management Meeting	Strategy plan to Address Management Risks
Mitigation Plan 2016/2017	Chief Risk Officer - 29 July 2016	Mitigation Plan 2016/2017 – Council Approval
Role Clarification – some of the senior management is still not sure which functions they are responsible for	Chief Risk Officer and Co-sourced: Provincial Treasury – August 2016	Workshop with Management – Role Clarification
Risks Policy and Strategy to be workshopped with all Staff per Department	Chief Risk Officer - June 2016	Policy and Strategy Workshops with Staff
Combined Assurance Plan	Chief Risk Officer, Internal Audit and Co-sourced: Provincial Treasury October 2016 Approval Risk Committee Meeting	Combined Assurance Plan 2016/2017

Risk Assessment – Quarterly Reviews

Quarter 1 Review	Quarter 2 Review	Quarter 3 Review	Quarter 4 Review
18 - 20 October 2016 Tuesday 18 October 2016 09:00 Community Services 11:00 Electrical Services 14:30 Technical and Project Man.	13 - 15 December 2016 Tuesday 13 December 2016 09:00 Community Services 11:00 Electrical Services 14:30 Technical and Project Man.	18 - 20 April 2017 Tuesday 18 April 2017 09:00 Corporate Service 11:00 IDP/LED and Housing 14:30 Budget and Treasury	18 - 20 July 2017 Tuesday 18 July 2017 09:00 Corporate Service 11:00 IDP/LED and Housing 14:30 Budget and Treasury
Wednesday, 19 October 2016 09:00 Corporate Service 11:00 IDP/LED and Housing 14:30 Budget and Treasury	Wednesday, 14 December 2016 09:00 Corporate Service 11:00 IDP/LED and Housing 14:30 Budget and Treasury	Wednesday, 19 April 2017 09:00 Community Services 11:00 Electrical Services 14:30 Technical and Project Man.	Wednesday 19 July 2017 09:00 Community Services 11:00 Electrical Services 14:30 Technical and Project Man.
Thursday, 20 October 2016 09:00 Performance Management 10:00 Risk and Disaster	Thursday, 15 December 2016 09:00 Performance Management 10:00 Risk and Disaster	Thursday, 20 April 2017 09:00 Performance Management 10:00 Risk and Disaster	Thursday, 20 July 2017 09:00 Performance Management 10:00 Risk and Disaster
Risk Committee Meeting September 2016	Risk Committee Meeting December 2016	Risk Committee Meeting March 2017	Risk Committee Meeting June 2017

3. APPROVAL

Compiled by:

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MS H FIELDING
CHIEF RISK OFFICER

Recommended by:

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MR M P DICHABA
MUNICIPAL MANAGER

Approved by:

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MR J F VAN WYK
MAYOR

