36. COMPLIANCE MANAGEMENT

Policy Objective

The City recognises that its organisational value of INTEGRITY is a prerequisite to the City being able to act to achieve its Vision.

The objective of this policy is to provide a framework that supports the City in identifying, applying and monitoring compliance requirements across the City's activities and services.

Policy Statement

The City commits to developing and maintaining work processes that support the administration and Elected Members in meeting and maintaining a regime of compliance in accordance with the guidelines provided in Australian Standard AS 19600-2015 Compliance Programs.

Policy Detail

Compliance is supported and managed through convergence with the following City of Belmont Management Plans:

1. Compliance Management Plan
2. Risk Management Plan
3. Consolidated Assurance Map

Compliance responsibilities are assigned to individual Process Owners, with the compliance management framework expressed through the City's Business Management System.

The Chief Executive Officer, employees and Elected Members recognise their individual responsibilities to work cooperatively and proactively within this framework to achieve compliance with:

1. Statutory Requirements
2. Industry Codes and Standards; and
3. Organisational Standards (policies and procedures)

All parties must monitor activities, seek out relevant information, report proposals for improvements and/or where evident non-compliance, in order to achieve and maintain a positive culture of compliance.

Fair, consistent and effective approaches are used in the application of the City's compliance management framework. Non-compliance is managed in graduated measures in accordance with Council's Code of Conduct.

Reference/Associated Documents

Australian Standard AS 19600-2015 Compliance Programs
Compliance Management Plan
Risk Management Plan
Consolidated Assurance Map
Code of Conduct
Business Management Systems Manual

Reference to Internal Procedure

N/A

Definitions

N/A

Monitoring, Evaluation and Review

There is a low operational risk associated with the policy.

The policy will be reviewed every two years.

THIS POLICY IS SUPPORTED BY:		
REGISTER OF DELEGATIONS	N/A	
SERVICE AREA:	CORPORATE AND GOVERNANCE	
POLICY OWNER:	MANAGER GOVERNANCE, STRATEGY AND RISK	
AMENDMENT STATUS		
DATE OF AMENDMENT	STATUS OF AMENDMENT	MINUTE ITEM REFERENCE
20/12/05		11.5.1
28/04/09		12.10
22/11/11		12.9
28/10/14	REVIEW - MINOR	12.4
22/08/17	REVIEW – MINOR	12.2
24/05/22	REVIEW - MINOR	12.7
NEXT REVIEW DATE	2023	