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RELATED STRATEGIC DOCUMENTS, POLICIES OR PROCEDURES:	Councillor code of conduct Staff and contractors code of conduct Risk management policy
RELATED LEGISLATION:	Local Government Act 1989 All legislation and associated regulations that govern Council's activities
EVIDENCE OF APPROVAL:	 Signed by Chief Executive Officer
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Policy documents are amended from time to time, therefore you should not rely on a printed copy being the current version. Please consult the policies on the Loddon Shire Internet (Council Policies) or Intranet (Organisational Policies) to ensure that the version you are using is up to date.

This document is available in alternative formats (e.g. larger font) if requested.

1 PURPOSE

The purpose of this policy is to promote a culture that assists Council in meeting compliance obligations in relation to all legislative reporting requirements, regulations, industry and internal codes of conduct that impact the activities of Council.

2 SCOPE

This policy applies to Councillors, staff and contractors of the Loddon Shire Council.

3 POLICY

This policy has been prepared with reference to the Australian Standard for Compliance Programs: A3806-2006 (the Standard), which outlines the principles for managing compliance obligations.

Loddon Shire Council will:

1. display its commitment to a compliance culture through the Council and Management Executive Group by establishing a compliance program
2. implement a compliance program that assists staff in meeting compliance obligations
3. report on compliance activities to monitor overall compliance throughout the Council
4. encourage a continuous improvement culture in compliance activities.

The compliance principles outlined in the Standard and adopted by Council in this policy are:

3.1 Commitment

- Council and the Management Executive Group are committed to effective compliance across the whole organisation (Principle 1)
- The policy is aligned to the business objectives outlined in the Council Plan (Principle 2)
- Appropriate resources are allocated to develop, implement, maintain and improve the compliance program (Principle 3)
- The objectives of the compliance program are endorsed by the Council and Management Executive Group (Principle 4)
- Compliance obligations are identified and assessed (Principle 5).

3.2 Implementation

- Responsibility for compliance is clearly articulated in the compliance program where assignment to relevant officers is detailed (Principle 6)
- Training needs are addressed to enable staff to fulfil their compliance obligations (Principle 7)
- Behaviours that support compliance are encouraged and behaviours that compromise compliance are not tolerated (Principle 8)
- Controls are in place to manage identified compliance obligations and achieve desired behaviours (Principle 9).

3.3 Monitoring and measuring

- Performance of the compliance program is monitored, measured and reported (Principle 10)
- Council is able to demonstrate its compliance program through documentation and practice (Principle 11).

3.4 Continual improvement

- The compliance program is regularly reviewed and continually improved (Principle 12).

4 DEFINITIONS OF TERMS OR ABBREVIATIONS USED

Term	Definition
AS3806-2006: Compliance Programs	This Australian Standard that was developed following a request from the Australian Competition and Consumer Commission. It provides principles for the development, implementation and maintenance of effective compliance programs within the public and private sector.
Compliance program	A compliance program is the policies, procedures, strategic documents and information technology that assist Council in meeting compliance obligations in relation to legislative reporting requirements, regulations, industry and internal codes of conduct.

5 HUMAN RIGHTS STATEMENT

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007). Loddon Shire Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee Health and Safety Representatives in any workplace change that may affect the health and safety of any of its employees.

6 REVIEW

The Director Corporate Services will review this policy for any necessary amendments no later than 4 years after adoption of this current version.