

State Water Policy: SW2008-P0153

Regulatory Compliance Policy

The aim of this policy is to ensure that State Water Corporation complies with:

- all statutory and regulatory obligations at all times; and
- all policies, standards and industry codes which have been adopted by the Corporation, unless compliance is excused in particular circumstances by the Chief Executive Officer or a Level 2 Manager.

Policy Principles

In order to achieve this commitment to compliance the following principles are adopted:

1. The Board and Management Team are committed to effective statutory and regulatory compliance that permeates the whole Corporation.
2. The Board endorses the alignment of the compliance policy to the strategy and business objectives.
3. Appropriate resources are to be allocated to develop, implement, maintain and improve the compliance program.
4. The Board and Management Team endorse the objectives and strategy of the compliance program.
5. Compliance obligations are to be identified and assessed.
6. Responsibility for compliant outcomes is to be clearly articulated and assigned.
7. Competence and training needs are to be identified and addressed in order to enable staff to fulfil their compliance obligations.
8. Behaviours that create and support compliance are encouraged and behaviours that compromise compliance are not tolerated.
9. Controls are to be in place to manage the identified compliance obligations and achieve desired behaviours.
10. Performance of the compliance program is to be monitored, measured and reported.
11. State Water is to be able to demonstrate its compliance program through both documentation and practice.
12. The compliance program is to be regularly reviewed and continually improved.

Policy Administration

The responsibility and authority to implement and enforce this policy rests with each Manager who has employees who may be required to engage in activities in compliance with legal or adopted obligations upon State Water. This responsibility includes effective communication of the policy and any necessary related procedures to all affected staff. Approval to deviate from this policy can be given only by the Chief Executive Officer.

The Board is accountable for:

- Approving and reviewing the policies and systems implemented for the ongoing identification of, and compliance with, legal obligations and adopted policies, standards and industry codes; and
- The Board may delegate all or part of this accountability to the Audit and Compliance Committee.

The CEO is accountable for:

- Ensuring systems are in place for identification of, and compliance with, all statutory and regulatory obligations; and all policies, standards and industry codes which have been adopted by the Corporation.

System owners are accountable for:

- The development, implementation, maintenance and review of appropriate systems and procedures for achieving compliance within their area of responsibility.

The Manager Strategic Policy and Compliance is accountable for:

- Ensuring that regular reporting is prepared and presented to management, the Board and any relevant Board committees on performance in relation to the identification and monitoring of compliance.
- Ensuring systems are in place to enable the CEO to provide assurances to the Board regarding the Corporation's compliance with all relevant requirements, for the purposes of the annual Financial Report.

The Compliance Manager is accountable for:

- Identification of legal obligations and adopted policies, standards and industry codes; and
- Establishing systems to enable compliance with identified obligations to be monitored and reported.

The Risk and Internal Audit Manager is accountable for:

- Demonstrating through a program of audit and review that systems used to identify and control compliance remain effective and are complied with.

All managers, supervisors and employees are responsible for:

- Taking all reasonable and practicable steps to perform their responsibilities delegated under this policy and systems and procedures established by System Owners;
- Monitoring and reporting compliance in accordance with the systems established by the System Owners and/or Compliance Manager as relevant; and
- Contributing to the continued improvement of the Corporation's risk management capabilities by reporting any incidents that may result in non-compliance with legal obligations and adopted policies, standards and industry codes.

For the approval of the State Water Corporation's annual Financial Report, the CEO state to the Board that

- The financial reports are founded on a sound system of compliance with all relevant requirements and that any breaches relevant to the Financial Report have been disclosed.

Feedback

Feedback on this policy is welcome. Feedback and enquiries in relation to this policy should be directed to the Compliance Manager on (02) 9354 1080.

Adopted by: Board on 14 December, 2007

Issued by:
Marysia Derewlany
Manager Strategic Policy and Compliance
(02) 9354 1084

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