



Meeting attachments

Audit and Risk

Management Committee

Monday 19 June 2023 6.00pm



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Meeting attachments – Audit and Risk Management Committee
19 June 2023



ARMC2306-1 Draft Strategic Risk register dashboard

ATTACHMENT 1

RISK NO.	RISK CATEGORY	RISK	ASSESSMENT OF 'INHERENT' RISK				ASSESSMENT OF 'RESIDUAL' RISK						RISK OWNER
			CONSEQUENCE OR IMPACT RANKING	CONSEQUENCE OR IMPACT LEVEL	LEVEL OF RISK (NEGATIVE)	LEVEL OF RISK (POSITIVE)	CONTROL RATING	CONSEQUENCE OR IMPACT RANKING	CONSEQUENCE OR IMPACT LEVEL	LEVEL OF RISK (NEGATIVE)	LEVEL OF RISK (POSITIVE)	WITHIN RISK APPETITE?	
S001	People	Loss of corporate skills, caused by, labour market changes, resulting in, loss of capacity to deliver.	Moderate Downside	3	Significant (12)	Moderate (6)	Adequate	Minor Downside	2	Moderate (6)	Significant (12)	YES	ELT
S002	Finance	Unable to deliver on organisational objectives, caused by, insufficient funding and inadequate planning, resulting in, reduced ability to meet organisational needs.	Major Downside	4	Moderate (9)	Low (3)	Adequate	Minor Downside	2	Moderate (4)	Moderate (8)	YES	ELT
S003	Stakeholders & Reputation	Lack of understanding of our direction and vision caused by inconsistent communication	Major Downside	4	Significant (12)	Moderate (6)	Adequate	Minor Downside	2	Moderate (4)	Significant (12)	YES	ELT
S004	Performance	Reduction of services levels, caused by insufficient corporate and business planning, resulting in not delivering on expectation of services levels and organisational goals	Major Downside	4	Moderate (8)	Moderate (8)	Adequate	Minor Downside	2	Moderate (4)	Significant (12)	YES	ELT
S005	Legal & Compliance	Non-compliance and not meeting statutory obligations caused by lack of good governance processes, knowledge and understanding of legislation resulting in poor decision making.	Major Downside	4	Moderate (8)	Moderate (8)	Adequate	Moderate Downside	3	Low (3)	Low (3)	YES	ELT
S006	Community / Social	Inadequate community amenity and wellbeing, caused by inappropriate planning, resulting in reduced community inclusion, accessibility, safety and participation.	Moderate Downside	3	Moderate (9)	Moderate (9)	Adequate	Insignificant Downside	1	Low (1)	Significant (12)	YES	ELT
S007	Environmental	Not achieving government sustainability targets, caused by, lack of commitment, funding and advocacy, resulting in, damage to the City's reputation	Moderate Downside	3	Moderate (9)	Moderate (4)	Adequate	Minor Downside	2	Moderate (4)	Moderate (9)	YES	ELT
S008	Commercial / Economic	Decline of Fremantle as an economic centre, caused by, inadequate planning, policy and reputation, resulting in, a decline of business investment and loss of business confidence.	Moderate Downside	3	Moderate (9)	Moderate (6)	Adequate	Minor Downside	2	Moderate (6)	Moderate (9)	YES	ELT
S009	Heritage	Loss of reputation as a significant heritage City, caused by inadequate planning controls and maintenance programs, resulting in erosion and decline of economic capacity and Fremantle's point of difference.	Moderate Downside	3	Moderate (9)	Moderate (6)	Adequate	Minor Downside	2	Moderate (4)	Moderate (9)	YES	ELT

**Meeting attachments – Audit and Risk Management Committee
19 June 2023**



ARMC2306-4 Purchasing Policy Exemption Detail – April to May 2023

PURCHASING POLICY EXEMPTIONS - April to May 2022

POLICY EXEMPTION	TYPE OF EXEMPTION	SUPPLIER	REASON FOR EXEMPTION	LENGTH OF CONTRACT	TOTAL VALUE	DATE APPROVED	APPROVING AUTHORITY
\$2,000-\$9,999 Request 2 Quotes Min. 1 written quote rec'd	Request for Artist (Individual)	Barry Emerald	Barry will paint a Let's Talk, Freo mural on one of the walls in the Old Visitor Centre. The Old Visitors Centre is being utilised as a drop-in engagement centre for the Let's Talk, Freo program and other community engagement programs that we run.	One-Off	\$ 2,500.00	13-Apr-23	Director City Business
\$2,000-\$9,999 Request 2 Quotes Min. 1 written quote rec'd	Request for Artist (Individual)	Vivienne Robertson and Gael Davidson	Artists listed are presenting workshops as part of Reclaim the Void project which City of Fremantle is hosting. Free community rag-rug weaving workshops will take place every Saturday in the month of May at WCC and Sullivan Hall. This project is a cross departmental collaboration between Community Development team and Fleet & Waste team. This State-wide project aligns to objectives of Arts & Culture, Aboriginal Engagement, Positive Ageing and Waste Minimisation teams.	One-Off	\$ 2,950.00	21-Apr-23	Director- Community Development
\$2,000-\$9,999 Request 2 Quotes Min. 1 written quote rec'd	Specialist Consultant Advice	Aha! Consulting	This is the sole local provider of IAP2 training, which four CD team members have been approved to receive. Attempts were made to seek quotes from other providers, however do not meet requirements of training required. Aha! Consulting is a WALGA preferred supplier.	One-Off	\$ 2,279.99	16-May-23	Director- Community Development
\$2,000-\$9,999 Request 2 Quotes Min. 1 written quote rec'd	Request for Artist (Individual)	Penelope Bischoff	As part of the establishment of the Florence Community Park (cnr King William Street and Marine Terrace) in 2005, 38 murals of bush tucker and native plants were painted on individual pavings along King William Street and South Terrace, stretching from the park around the corner to The Meeting Place. Penelope Bischoff was the original artist who led the design and painting of all the murals (in consultation with the local community). The murals are now in poor condition, well worn and soiled. Given the value of this park within the community, the Public Art Coordinator wishes to engage Penelope Bischoff again, to repaint all of the original murals.	One-Off	\$ 4,000.00	19-May-23	Director- Community Development
\$2,000-\$9,999 Request 2 Quotes Min. 1 written quote rec'd	Request for Artist (Individual)	Shavaurn Hanson	Artist is co-creating a design and painting the design with the Fremantle Youth Network (FYN) for the two ping pong tables in Walyalup Koort.	One-Off	\$ 3,849.66	24-May-23	Director- Community Development

Total Exemptions: \$2,000-\$9,999

\$ 15,579.65

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POLICY EXEMPTION	TYPE OF EXEMPTION	SUPPLIER	REASON FOR EXEMPTION	LENGTH OF CONTRACT	TOTAL VALUE	DATE APPROVED	APPROVING AUTHORITY
\$10,000-\$49,999 Request 3 Quotes Min. 2 written quotes rec'd	Sole Source of Supply	ChangePlan Pty Ltd	ChangePlan is an online SaaS change management subscription service that enables the management of change across the organisation through a simple interface that provide accountability, transparency and timely data. Research revealed two online change management platforms that deal with people change vs ITIL change and release management (two different things). The Change Compass were contacted on 28/2/2023 and have yet to respond to request. Alternative methods of contact require an account. to manage insights and risks.	3 Years	\$ 30,000.00	13-Apr-23	CEO
\$10,000-\$49,999 Request 3 Quotes Min. 2 written quotes rec'd	Specialist Consultant Advice	Parkd	Parkd are the only car parking consultancy for feasibility, design and construction (end-to-end) in Perth, Western Australia. They are the only car parking consultancy in Australasia that has developed an innovative lightweight concrete modular car parking system. The City requires a flexible structure that has the ability to be cost effective, reusable and easy to construct. Parkd are the only company that we have available to deliver this.	6 Weeks	\$ 22,050.00	22-May-23	Director-Infrastructure

Total Exemptions: \$10,000-\$49,999

\$ 52,050.00

POLICY EXEMPTION	TYPE OF EXEMPTION	SUPPLIER	REASON FOR EXEMPTION	LENGTH OF CONTRACT	TOTAL VALUE	DATE APPROVED	APPROVING AUTHORITY
\$50,000-\$249,999 Formal RFQ Min. 3 written quotes rec'd							

Total Exemptions: \$50,000-\$149,999

\$ -

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POLICY EXEMPTION	TYPE OF EXEMPTION	SUPPLIER	REASON FOR EXEMPTION	LENGTH OF CONTRACT	TOTAL VALUE	DATE APPROVED	APPROVING AUTHORITY
Grouped Artist Exemptions	Request for Artist (Festival)	Various - Revealed 2023 Travel Subsidy	<p>Travel Subsidy for Aboriginal Artists who are involved in the Revealed 2023 Exhibition and associated programming. Artists inclusion in the Revealed 2023 program have been assessed by the FAC curator and a panel of independent industry experts. Artists must be Aboriginal and living/ working in WA and desert areas connecting to WA. They can be independent or working in with an Art Centre. The Revealed 2023 program has been developed to support emerging Aboriginal artists. FAC is contracted by the Department of Local Government, Sport and Cultural Industries under a separate contract to deliver Revealed 2023, with funding and that contract includes a budget allocation for the Travel Subsidy. The payment to each Art Centre and Independent Artists is calculated according to a formula based on distance travelled (based on State Government travel rates). Budget for this event is 100% grant fund.</p> <p>All individual payments outlined in the Attachment 2 do not exceed \$5,000 (as per requirements of Artist Exemptions within the purchasing policy), with all payments totalling \$75,550. All artists have been engaged for the one event (Revealed 2023).</p>	One-Off	\$75,550	28-Apr-23	Director-Community Development

Total Exemptions: Artist Exemptions

\$ 75,550.00

TOTAL EXEMPTIONS

\$ 143,179.65

	Apr-23	May-23	TOTAL
Request for Artist (Individual)	\$ 5,450.00	\$ 7,849.66	\$ 13,299.66
Request for Artist (Festival)	\$ 75,550.00	-	\$ 75,550.00
Original Equipment Manufacturer (OEM)	\$ -	\$ -	\$ -
Sole Source of Supply	\$ 30,000.00	\$ -	\$ 30,000.00
Specialist Consultant Advice	\$ -	\$ 24,329.99	\$ 24,329.99
Specialist Legal Advice	\$ -	\$ -	\$ -
Professional / LG Membership	\$ -	\$ -	\$ -
Grouped Artist Exemptions	\$ -	\$ -	\$ -
	\$ 111,000.00	\$ 32,179.65	\$ 143,179.65



ATTACHMENT 2

Revealed 2023 Travel Subsidy Budget (\$83,923.92)	
Organisation	Travel Subsidy
Art Centres & Artists total	\$ 56,300.00
Bidyadanga	\$ 3,500.00
Cheeditha	\$ 2,000.00
DOJ	
Juluwarlu	\$ 2,000.00
Kira Kiro /Warringarri	\$ 3,000.00
Ku'arlu Mangga	\$ 1,500.00
Langford Aboriginal Association	\$ 300.00
Milpa Project/ Spinifex Arts	N/A
Maruku	\$ 4,000.00
Martumili	\$ 3,500.00
Minyama Kutjara	\$ 4,000.00
Mowanjum	\$ 3,500.00
Nagula Jarndu	\$ 3,500.00
Ninuku	N/A
Noongar Arts Prog	\$ 1,500.00
Papulankutja	\$ 4,000.00
Spinifex Hill	\$ 2,000.00
Tjanpi	\$ 4,000.00
Tjarili	\$ 4,000.00
Wiluna /Tjurkaba	\$ 1,500.00
Warliyirti	\$ 3,500.00
Warmun	\$ 3,500.00
Wirnda Barna	N/A
Yamaji	\$ 1,500.00
Independent Artists total	\$ 11,950.00
Bianca Long	\$ 3,000.00
Candy Riley	\$ 800.00
Darryl Dempster	\$ 200.00
Diahan Riley	\$ 800.00
Diane Dawson	\$ 3,000.00
Emily Rose	N/A
Gail Cox	\$ 2,000.00
Kayley Emery	N/A
Mandy White	\$ 200.00
Michael Banks	\$ 350.00
Peter Farmer Jnr	N/A
Shannon Clohessy	\$ 800.00
Wendy Jean Hayden	N/A
Whitton Park	N/A
Valerie Woods	N/A
Zali Morgan	N/A
JD Penangke	N/A
Enid Kickett	\$ 800.00
Art Market Artists total	\$ 7,300.00
HOOSH	\$ 1,500.00
Magabala Books	\$ 1,500.00
Renee Clifton	\$ 1,500.00
Davina Deeble	\$ 800.00
Yindji Bamdi	\$ 2,000.00
Contingency	\$ 8,373.92
TOTALS	\$ 75,550.00