

ARG Committee - Monthly Completion Report



Date of Meeting	Meeting Type	Decision Number	Item Details	Council or Committee Decision	Officers Status Update	% Complete
09/02/16	ARG	ARG201516/017	11.1.1 Wealth Management Framework – Short-Term Investment of Airport Lease Funds	<p>MOVED: CR NEWBERY SECONDED: MR ATTWOOD That Audit, Risk and Governance Committee recommend that Council:</p> <ol style="list-style-type: none"> 1. Reject the officer's recommendation to revoke part b. of point 5. Executive Officer's report; 2. Request the Chief Executive Officer to engage an independent consultant to investigate the comparative financial 'risk' associated with the disposition of the Port Hedland International Airport for a period of 50 years, compared to the Town of Port Hedland retaining the airport operations. The report to include: <ol style="list-style-type: none"> i) positive and negative risk outcomes of mutual termination; ii) financial position the town will encounter with worst case percentage scenarios as proposed with the funds remaining in treasury; 3. Request the Chief Executive Officer seek legal and taxation advice associated with the disposition of the Port Hedland International Airport for a period of 50 years, compared to the Town of Port Hedland retaining the airport operations, and for this to include: <ol style="list-style-type: none"> i) positive and negative risk outcomes of mutual termination; ii) financial position the Town will encounter with worst case percentage scenarios as proposed with the funds remaining in treasury; 4. Request the Chief Executive Officer to engage and inform the public on the correct overall financial position the town will encounter with worst case percentage scenarios as proposed in the documentation; 5. Request the Chief Executive Officer to conduct an independent Audit of the Port Hedland International Airport Major Land Transaction Business Plan, process and compliance with the Local Government Act 1995 and Local Government (Financial Management) Regulations. <p>CARRIED 4/3 ON THE PRESIDING MEMBER'S CASTING VOTE</p>	Legal advice was presented to Council at the March OCM addressing the motions from the Audit Risk and Governance Committee meeting. Due to the financial risk involved with terminating the airport land transaction, Council resolved not to further consider the motions from the ARG meeting. The legal advice confirmed that the disposal process for the PHIA did comply with relevant legislation.	100%
08/03/16	ARG	ARG201516/021	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: MAYOR HOWLETT SECONDED: CR WHITWELL That the Audit, Risk and Governance Committee receive the officer's report on the Local Government Audit Framework and Audit Work Plan. CARRIED 5/0</p>	No action required.	100%
08/03/16	ARG	ARG201516/022	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: MS PANGAHAS SECONDED: CR WHITWELL That the Audit, Risk and Governance Committee note that the Town of Port Hedland has received an unqualified external Auditors Report for the last two financial years. CARRIED 5/0</p>	No action	100%
08/03/16	ARG	ARG201516/025	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: MR ATTWOOD SECONDED: MS PANGAHAS That the Audit, Risk and Governance Committee endorse the following internal audit scope and work plan for the 2016 calendar year: Table Found In Minutes dated 8 March 2016 Risk Register to be reported MONTHLY CARRIED 3/2 ON THE PRESIDING MEMBER'S CASTING VOTE For the full resolution, including attachments, please refer to the Minutes on the Town's website: http://www.porthedland.wa.gov.au/documents/?categoryId=473</p>	No action required.	100%
08/03/16	ARG	ARG201516/026	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: MS PANGAHAS SECONDED: CR BLANCO That the Audit, Risk and Governance Committee note that the current terms of reference for the Audit, Risk and Governance Committee will be reviewed and workshopped with the Committee. CARRIED 4/0</p>	Workshop was held, and revised TOR are being presented to the 22 June 2016 OCM for adoption.	100%
08/03/16	ARG	ARG201516/027	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: CR WHITWELL SECONDED: MS PANGAHAS That the Audit, Risk and Governance Committee note the Audit Work Plan as detailed in Attachment 7 of this report. CARRIED 4/0 For the full resolution, including attachments, please refer to the Minutes on the Town's website: http://www.porthedland.wa.gov.au/documents/?categoryId=473</p>	Noted, no further action.	100%
08/03/16	ARG	ARG201516/028	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: CR WHITWELL SECONDED: MR ATTWOOD That the Audit, Risk and Governance Committee hold meetings on the second Tuesday of every month for 2016 at 5:30pm in Council Chambers. CARRIED 4/0</p>	Noted. Meeting requests have been updated.	100%
08/03/16	ARG	ARG201516/029	11.1.1 Local Government Audit Framework and Audit Work Plan	<p>MOVED: CR BLANCO SECONDED: MS PANGAHAS That the Audit, Risk and Governance Committee:</p> <ol style="list-style-type: none"> 1. Receive the Procurement Probity Review and Improvement Opportunities Recommendations Report; 2. Workshop and review the full Procurement Probity Review and Improvement Opportunities Recommendations Report and put forward its recommendation for presentation to Council. <p>CARRIED 4/0</p>	<p>Workshop has occurred with ARG members. Probity reports will be presented to the ARG meeting in May 2016.</p> <p>Further workshop will be planned with ARG committee for the end of June to close out on the probity review and to discuss next steps.</p>	100%
12/04/16	ARG	ARG201516/220	11.2.1 Risk Assessment and Risk Matrix	<p>MOVED: CR WHITWELL SECONDED: MR ATTWOOD That with respect to managing risks, the Audit, Risk and Governance Committee recommend to Council:</p> <ol style="list-style-type: none"> 1. The adoption of Risk Assessment and Risk Matrix document as presented in Attachment 1 and it be incorporated into the existing Council Policy, Number 1/022 titled 'Risk Management Policy'; 2. That a new stand-alone heading titled "Risk Implications" be included in the Agenda Report template for all Council and Committee Meetings, and that the Chief Executive Officer ensure that the Risk Assessment and Risk Matrix be completed for all Reports; 3. That any item with a risk ranking of greater than '10' categorized as either 'High' or 'Extreme' Risk, and that is apparent it will be ongoing, be listed on the Town of Port Hedland Risk Register; 4. That the Charter of the Audit, Risk and Governance Committee be amended such that the Town of Port Hedland Risk Register become a standing agenda item for the Committee, as risk items require attention and should be subject to regular monitoring and review. <p>CARRIED 4/0</p>	Refer commentary relating to OCM resolution 2015/16/226.	100%
10/05/16	ARG	ARG201516/227	11.2.2 Notice of Motion 6 - Proposed Policies – Corporate Credit Card Policy, Fraud and Corruption Prevention Policy, Staff and Elected Member Whistleblower Policy, Community Consultation Policy	<p>MOVED: CR WHITWELL SECONDED: CR NEWBERY That, with respect to the Notice of Motion (Motion Number 6) from the Audit, Risk and Governance Committee meeting of 12 April 2016, the Audit, Risk and Governance Committee:</p> <ol style="list-style-type: none"> 1. Receive the following draft Policies: <ul style="list-style-type: none"> • Corporate Credit Card Policy • Fraud and Corruption Prevention Policy • Staff and Elected Member Whistleblower Policy 2. Note the Town of Port Hedland has a Community Engagement Strategy (endorsed by Council in 2014) which will be reviewed, updated and converted into a strategic policy. 3. Agree to workshop the draft Policies during the month of May 2016 with Audit, Risk and Governance Committee Members and Elected Members with a view to recommending them to Council for consideration for advertising and undertaking community engagement on the matters. <p>CARRIED 4/0</p>	<p>Further workshop will be planned with ARG committee for the end of July to close out on the probity review and to discuss next steps Parts 1 & 3 - Workshop with ARG Committee is set for 19 July 2016. Part 2 - Manager Corporate Strategy currently preparing a revised Community Engagement Framework for presentation to a future OCM via a Concept Forum of Elected Members. 02/08/2016 the following draft policies: Corporate Credit Card; Fraud and Corruption; and Whistleblower; are to be re-presented to the ARG Committee on 09/08/2016 for recommendation to Council at its August OCM. 01/09/2016 - Policies were adopted by Council at the 31 August 2016 Ordinary Council Meeting</p>	100%

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09/08/16	ARG	ARG201617/006	12.1.1 Proposed Policies – Corporate Credit Card, Fraud and Corruption Prevention and Whistleblower (Public Interest Disclosure)	<p>MOVED: MS PANGAHASSECONDED: CR WHITWELL</p> <p>That the Audit, Risk and Governance Committee recommend to the Council the adoption of the proposed 'Corporate Credit Card', 'Fraud and Corruption Prevention', and 'Staff and Elected Member Whistleblower' Policies.</p> <p>CARRIED 4/1</p> <p>For: Councillor Blanco, Councillor Newbery, Councillor Whitwell and Ms Pangahas. Against: Mr Attwood.</p>	<p>16/08/2016 - Policies are included in the 31 August 2016 Ordinary Council Meeting Agenda for Council's consideration for final adoption.</p> <p>01/09/2016 - Policies were adopted by Council at the 31 August 2016 Ordinary Council Meeting</p>	100%

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