



# NOTICE

of

## **CORPORATE GOVERNANCE COMMITTEE MEETING**

*Pursuant to the provisions of Section 88(1) of the Local Government Act 1999*

TO BE HELD IN

**COMMITTEE ROOM  
PLAYFORD CIVIC CENTRE  
10 PLAYFORD BOULEVARD, ELIZABETH**

MEMBERS MAY PARTICIPATE BY ELECTRONIC MEANS

ON

**TUESDAY, 7 APRIL 2026 AT 5:00 PM**

A handwritten signature in blue ink, appearing to read "S Green".

**SAM GREEN  
CHIEF EXECUTIVE OFFICER**

Issue Date: Thursday, 2 April 2026

---

### MEMBERSHIP

**MR MARK LABAZ – PRESIDING MEMBER**

Mr Peter Brass

Mayor Glenn Docherty

Cr Shirley Halls

Mr Martin White



**City of Playford  
Corporate Governance Committee Meeting**

**AGENDA**

**TUESDAY, 7 APRIL 2026 AT 5:00 PM**

**1 ATTENDANCE RECORD**

1.1 Present

1.2 Apologies

Mr Martin White

1.3 Not Present

**2 CONFIRMATION OF MINUTES**

**RECOMMENDATION**

The Minutes of the Corporate Governance Committee Meeting held 3 February 2026 be confirmed as a true and accurate record of proceedings.

**3 DECLARATIONS OF INTEREST**

**4 DEPUTATION / REPRESENTATIONS**

Nil

**5 STAFF REPORTS**

**Matters to be considered by the Committee Only**

*Matters delegated to the Committee*

5.1 2026 Confidential Orders Review (Attachments).....6

*Matters for Information*

5.2 Strategic Risk Report - February 2026 (Attachment).....21

5.3 Accounts Payable Internal Audit Report (Attachment).....31

5.4 Corporate Governance Committee Work Plan (Attachment) .....39

**6 INFORMAL DISCUSSION**

6.1 Content for the Corporate Governance Committee Communique .....43

**7 INFORMAL ACTIONS**

**8 CONFIDENTIAL MATTERS**

**STAFF REPORTS**

*Matters which cannot be delegated to a Committee or Staff*

8.1 2026/27 Draft Annual Business Plan and Long Term Financial Plan  
(Attachment) .....45

**9 CLOSURE**

# **STAFF REPORTS**

## **MATTERS TO BE CONSIDERED BY THE COMMITTEE ONLY**

---

***Matters delegated to the  
Committee***

---

## 5.1 2026 CONFIDENTIAL ORDERS REVIEW

**Responsible Executive Manager :** Sam Green

**Report Author :** Sarah Schutz

**Delegated Authority :** Matters delegated to the Committee

**Attachments :**

- 1↓. Orders to be revoked
- 2↓. Orders to be partially revoked
- 3↓. Orders to be retained

### PURPOSE

The purpose of this report is for the Corporate Governance Committee (the Committee) to review all active confidentiality orders it has previously made and to determine whether each order should be retained or revoked. This process ensures that Council's confidentiality practices remain transparent and compliant with legislative requirements, balancing the need to protect sensitive information with the principle of public access to Council records.

While the content of this report is not confidential, if the Committee wishes to discuss the specific details of a matter subject to a confidential order, it will be necessary to move the meeting into confidence in accordance with the relevant confidentiality provision in the *Local Government Act 1999*.

### STAFF RECOMMENDATION

The Corporate Governance Committee:

1. Revoke the confidential orders listed in Orders to be revoked (Attachment 1) and approve the release of the associated meeting documents via Council's website.
2. Partially revoke the confidential orders listed in Orders to be partially revoked (Attachment 2) and approve the release of the identified documents in Attachment 2 via Council's website.
3. Retain the confidential orders listed in Orders to be retained (Attachment 3).
4. Having reviewed the grounds for confidentiality under Section 90(3) of the *Local Government Act 1999* and being satisfied that these grounds continue to apply to the remaining items listed in Orders to be partially revoked (Attachment 2) and items listed in Orders to be retained (Attachment 3), make new orders pursuant to Sections 91(7) and (9) of the *Local Government Act 1999* that the relevant documents be retained in confidence pursuant to Section 90(3) of the *Local Government Act 1999*.

These orders will operate until the relevant trigger event specified in Attachment 2 and Attachment 3 occurs (as applicable) or will be reviewed and determined at the next scheduled annual review of confidential orders by the Corporate Governance Committee.

5. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Corporate Governance Committee delegates to the Chief Executive Officer the power to revoke the confidential orders listed in Attachment 2 and Attachment 3 in whole or in part, at any time, and the Chief Executive Officer must advise the Committee of any revocation as soon as practicable after such revocation has occurred.

## EXECUTIVE SUMMARY

Section 91(9) of the *Local Government Act 1999* (the Act) requires that confidential orders operating for longer than 12 months be reviewed at least once every year. In accordance with this requirement, the confidential orders previously made by the Committee are presented for review and determination.

General Managers have reviewed the items relevant to their areas and provided their recommendations. The Committee is asked to consider the following:

- Orders to be revoked (Attachment 1): Items recommended to be revoked, and the associated meeting documents released to the public as the confidentiality provision no longer applies.
- Orders to be partially revoked (Attachment 2): Items recommended to be revoked in part, with the associated meeting documents released as specified within the attachment.
- Orders to be retained (Attachment 3): Items recommended to remain on the confidential orders register as the grounds for confidentiality continue to apply.

### 1. BACKGROUND

Council and its Committees apply confidential provisions of the Act when information being considered is assessed as confidential in nature and meets one (1) or more of the provisions in Section 90(3). These provisions enable the exclusion of the public from attendance at a meeting, but only to the extent deemed necessary and appropriate, to receive, discuss or consider, the information in a closed session.

Sections 90 and 91 of the Act outline the legislative requirements for considering matters in confidence and the circumstances under which documents may be retained as confidential.

Where an order remains in effect for more than 12 months, the Act requires that it be reviewed at least once each year to determine whether it should remain in confidence or be released to the public. Once a confidentiality order has expired, it cannot be extended.

The last review of the confidential items register for the Corporate Governance Committee was conducted on 1 April 2025.

### 2. RELEVANCE TO STRATEGIC PLAN

Decision-making filter: We will ensure we meet our legislative requirements and legal obligations.

The review of confidential orders made by the Committee that have been in effect for more than 12 months ensures compliance with Section 91(9) of the Act.

### 3. PUBLIC CONSULTATION

There is no requirement to consult with the community on this matter.

## 4. DISCUSSION

- 4.1 Section 90(2) of the Act enables a meeting of the Council or a Council Committee to determine that the public be excluded from attendance to receive, discuss or consider in confidence, any information or matter prescribed in Section 90(3) of the Act.

Section 91(9) of the Act requires that an order exceeding a period of 12 months must be reviewed at least once every year.

Since the previous review, two (2) confidentiality orders have been released or partially released following the expiry of the order, or the relevant trigger condition being met.

The Committee is responsible for reviewing all active confidentiality orders previously made by the Committee. There are currently 33 active orders requiring determination on whether each should be revoked or maintained. Any order revoked will result in the associated documents being made publicly available.

The 2026 review examined all 33 active orders made by the Committee between May 2021 and March 2026. The orders relate to the following grounds under Section 90(3) of the Act (some orders apply multiple grounds):

Section 90(3) of the <i>Local Government Act 1999</i>	Instances
(a) unreasonable disclosure of personal affairs	3
(b) expected to confer a commercial advantage or prejudice Council's commercial position	22
(d) commercial information expected to prejudice the commercial position of an individual or confer commercial advantage on a third party	4
(e) security and safety concern	6
(f) disclosure would prejudice the maintenance of law	1
(h) legal advice	2
(i) current or pending litigation	6

- 4.2 Each of the 33 active orders have been reviewed by the relevant General Managers, who have provided their recommendations. Based on these reviews, the recommendations are presented as follows:

- Orders to be released (Attachment 1), Orders to be partially released (Attachment 2) and Orders to be retained (Attachment 3).

- 4.3 One (1) of the 33 active orders have been recommended for revocation. These are listed in Orders to be revoked (Attachment 1).
- 4.4 Nine (9) of the 33 active orders have been recommended for partial revocation. These are listed in Orders to be partially revoked (Attachment 2). Certain aspects of these orders are recommended for release, while other elements are to remain confidential as the grounds for confidentiality continue to apply.
- 4.5 23 of the 33 active orders are recommended to be retained in confidence until the retention order conditions for release are met or until the next annual review, whichever occurs first. These are detailed in Orders to be retained (Attachment 3).

In the case of an order of specified duration:

- The duration of an order cannot be extended once it has expired; and
  - An order extending the duration cannot be delegated by the Council or a Committee.
- 4.6 Documents subject to confidential orders may be viewed by Committee Members within the relevant confidential agendas and minutes.
  - 4.7 While the contents of this report are not confidential, if the Committee wishes to discuss the details of a specific matter, the meeting must be moved into confidence under the relevant Section 90(3) provision of the *Local Government Act 1999*.

## 5. OPTIONS

### Recommendation

The Corporate Governance Committee:

1. Revoke the confidential orders listed in Orders to be revoked (Attachment 1) and approve the release of the associated meeting documents via Council's website.
2. Partially revoke the confidential orders listed in Orders to be partially revoked (Attachment 2) and approve the release of the identified documents in Attachment 2 via Council's website.
3. Retain the confidential orders listed in Orders to be retained (Attachment 3).
4. Having reviewed the grounds for confidentiality under Section 90(3) of the *Local Government Act 1999* and being satisfied that these grounds continue to apply to the remaining items listed in Orders to be partially revoked (Attachment 2) and items listed in Orders to be retained (Attachment 3), make new orders pursuant to Sections 91(7) and (9) of the *Local Government Act 1999* that the relevant documents be retained in confidence pursuant to Section 90(3) of the *Local Government Act 1999*.

These orders will operate until the relevant trigger event specified in Attachment 2 and Attachment 3 occurs (as applicable) or will be reviewed and determined at the next scheduled annual review of confidential orders by the Corporate Governance Committee.

5. Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Corporate Governance Committee delegates to the Chief Executive Officer the power to revoke the confidential orders listed in Attachment 2 and Attachment 3 in whole or in part, at any time, and the Chief Executive Officer must advise the Committee of any

revocation as soon as practicable after such revocation has occurred.

## Option 2

The Corporate Governance Committee:

1. Revoke the confidential orders listed in Orders to be revoked (Attachment 1) and approves the release of the associated meeting documents via Council's website with the following amendments:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
2. Partially revoke the confidential orders listed in Orders to be partially revoked (Attachment 2) and approve the release of the identified documents in Attachment 2 via Council's website with the following amendments:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
3. Retain the confidential orders listed in Orders to be retained (Attachment 3) with the following amendments:
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
4. Having reviewed the grounds for confidentiality under Section 90(3) of the *Local Government Act 1999* and being satisfied that these grounds continue to apply to the remaining items listed in Orders to be partially revoked (Attachment 2) and items listed in Orders to be retained (Attachment 3), make new orders pursuant to Sections 91(7) and (9) of the *Local Government Act 1999* that the relevant documents be retained in confidence pursuant to Section 90(3) of the *Local Government Act 1999*.

These orders will operate until the relevant trigger event specified in Attachment 2 and Attachment 3 occurs (as applicable) or will be reviewed and determined at the next scheduled annual review of confidential orders by the Corporate Governance Committee.
5. Pursuant to Section 91(9) of the *Local Government Act 1999*, the Corporate Governance Committee delegates to the Chief Executive Officer the power to revoke the orders listed in Attachment 2 and Attachment 3 in whole or in part, at any time, and the Chief Executive Officer must advise the Committee of the revocation as soon as practicable after such revocation has occurred.

## 6. ANALYSIS OF OPTIONS

### 6.1 Recommendation Analysis

#### 6.1.1 Analysis & Implications of the Recommendation

The relevant General Managers have provided their recommendations on whether the confidentiality orders should be maintained, revoked or partially revoked.

Orders recommended for retention continue to meet the confidentiality requirements under the Act.

If the Committee endorses the recommendation for revocation, the associated documents will be released publicly via Council's website.

If the Committee endorses the recommendation for partial revocation, only the identified documents (Attachment 2) will be released publicly via Council's website.

### Risk Appetite

#### Regulatory Compliance

*Council has a zero tolerance for non-compliance with applicable legislation including but not limited to: Local Government Act (LGA) 1999; Independent Commissioner Against Corruption (ICAC) Act 2012; Work Health & Safety (WHS) Act 2012; Environment Protection Act (EPA) 1993; Development Act 1993; Equal Employment Opportunity legislation; and Public Consultation legislation.*

This decision will ensure the Council meets its requirements under Section 91(9) of the *Local Government Act 1999* which requires confidential orders exceeding 12 months to be reviewed at least once every year.

#### 6.1.2 Financial Implications

There are no financial or resource implications associated with the 2026 review of confidential orders by the Corporate Governance Committee.

### 6.2 Option 2 Analysis

#### 6.2.1 Analysis & Implications of Option 2

The Committee may decide to maintain, revoke or partially revoke all orders, with any exceptions to be determined as required. When making a decision on each order, the Committee must consider the relevant confidentiality provisions under Section 90(3) of the Act.

#### 6.2.2 Financial Implications

There are no financial or resource implications associated with the 2026 review of confidential orders by the Corporate Governance Committee.

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
7/10/2025	Corporate Governance Committee	8.2	Findings of External Audit	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>:</p> <p>- Minutes for Item 8.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6395	Recommend Release

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
4/10/2022	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 8.1 - Minutes for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5176	<p>Recommend Partial Release</p> <p>- Minutes for Item 8.1</p>
5/12/2022	Corporate Governance Committee	8.1	Chief Executive Officers Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(i) of the <i>Local Government Act 1999</i></p> <p>- Report for Item 8.1 - Minutes for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5231	<p>Recommend Partial Release</p> <p>- Minutes for Item 8.1</p>
7/02/2023	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b) and (i) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 8.1 - Minutes for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5283	<p>Recommend Partial Release</p> <p>- Minutes for Item 8.1</p>
5/12/2023	Corporate Governance Committee	8.2	Internal Controls Audit Status Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(a)(f) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 8.2 - Attachment(s) for Item 8.2 - Minutes for Item 8.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5683	<p>Recommend Partial Release</p> <p>- Minutes for Item 8.2</p>
5/12/2023	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b)(i) of the <i>Local Government Act 1999</i></p> <p>- Report for Item 8.1 - Minutes for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5680	<p>Recommend Partial Release</p> <p>- Minutes for Item 8.1</p>

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
2/04/2024	Corporate Governance Committee	8.2	Riverlea District Sportsground and Community Centre - Prudential Report	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> ;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.2</li> <li>- Attachment(s) for Item 8.2</li> <li>- Minutes for Item 8.2</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5802	<p>Recommend Partial Release</p> <ul style="list-style-type: none"> <li>- Attachment 2 for Item 8.2</li> <li>- Attachment 3 for Item 8.2</li> </ul>
6/08/2024	Corporate Governance Committee	8.1	Munno Para Prudential Report	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> ;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.1</li> <li>- Attachment(s) for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5920	<p>Recommend Partial Release</p> <ul style="list-style-type: none"> <li>- Attachment 2 for Item 8.1</li> <li>- Attachment 3 for Item 8.1</li> </ul>
6/08/2024	Corporate Governance Committee	8.2	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b)(i) of the <i>Local Government Act 1999</i> ;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.2</li> <li>- Minutes for Item 8.2</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	5923	<p>Recommend Partial Release</p> <ul style="list-style-type: none"> <li>- Minutes for Item 8.2</li> </ul>
5/08/2025	Corporate Governance Committee	8.1	External Audit Contract	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(d) of the <i>Local Government Act 1999</i> ;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.1</li> <li>- Attachment for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this Order at any time and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6335	<p>Recommend Partial Release</p> <ul style="list-style-type: none"> <li>- Attachment 1 for Item 8.1</li> <li>- Attachment 2 for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul>

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
7/07/2020	Corporate Governance Committee	8.1	City Assets - Major Activities Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.1</li> <li>- Attachment(s) for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	4114	Recommend Retain
4/05/2021	Corporate Governance Committee	8.1	Cyber Security Assessment	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Corporate Governance Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Corporate Governance Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(e) of the <i>Local Government Act 1999</i>;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.1</li> <li>- Attachment(s) for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	4578	Recommend Retain
5/04/2022	Corporate Governance Committee	8.1	Hotel Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.1</li> <li>- Attachment(s) for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	4946	Recommend Retain
3/05/2022	Corporate Governance Committee	8.1	CBD Development Update Presentation	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b)(d) of the <i>Local Government Act 1999</i>;</p> <ul style="list-style-type: none"> <li>- Presentation for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	4988	Recommend Retain
2/08/2022	Corporate Governance Committee	8.1	CBD Development Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(d) of the <i>Local Government Act 1999</i>;</p> <ul style="list-style-type: none"> <li>- Report for Item 8.1</li> <li>- Attachment(s) for Item 8.1</li> <li>- Minutes for Item 8.1</li> </ul> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5069	Recommend Retain

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
5/12/2022	Corporate Governance Committee	8.2	CBD Development Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b)(d) of the <i>Local Government Act 1999</i>;</p> <p>- Presentation for Item 8.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5228	Recommend Retain
1/08/2023	Corporate Governance Committee	8.1	Disaster Recovery Plan Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(e) of the <i>Local Government Act 1999</i>;</p> <p>- Attachment(s) for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5507	Recommend Retain
1/08/2023	Corporate Governance Committee	8.2	Business Continuity Plan Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(a)(e) of the <i>Local Government Act 1999</i>;</p> <p>- Attachment(s) for Item 8.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5510	Recommend Retain
1/08/2023	Corporate Governance Committee	8.3	Prudential Report - Strategic Land Purchase	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.3 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>;</p> <p>- Report for Item 8.3 - Attachment(s) for Item 8.3 - Minutes for Item 8.3</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5513	Recommend Retain
3/10/2023	Corporate Governance Committee	8.3	Presentation on Social Infrastructure – Riverlea	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.3 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>;</p> <p>- Presentation for Item 8.3</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5593	Recommend Retain

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
5/12/2023	Corporate Governance Committee	8.2	Update on discussion with the external auditor regarding performance	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.3 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(a) of the <i>Local Government Act 1999</i></p> <p>- Presentation for Item 8.3</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5685	Recommend Retain
6/02/2024	Corporate Governance Committee	8.2	Kalara Reserve Prudential Report	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>:</p> <p>- Report for Item 8.2 - Attachment 1 for Item 8.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	5720	Recommend Retain
5/11/2024	Corporate Governance Committee	5.2	Cyber Security Incident Presentation	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 5.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(e)(h) of the <i>Local Government Act 1999</i></p> <p>- Presentation for Item 5.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	6028	Recommend Retain
5/11/2024	Corporate Governance Committee	5.1	Cyber Security Incident Response	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 5.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(e)(h) of the <i>Local Government Act 1999</i>:</p> <p>- Report for Item 5.1 - Attachment(s) for Item 5.1 - Minutes for Item 5.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p>	6031	Recommend Retain
17/12/2024	Corporate Governance Committee	5.1	Riverlea Community Land Management Plan	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 5.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i>;</p> <p>- Report for Item 5.1 - Minutes for Item 5.1</p> <p>The order for the Report and Minutes shall be reviewed and determined as part of the annual review by Council in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i>.</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6095	Recommend Retain

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
3/02/2025	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b)(i) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	6130	Recommend Retain
17/03/2025	Corporate Governance Committee	6.1	Prudential Report - Elizabeth CBD - Lot 8	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 6.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 6.1  - Attachment(s) 1, 3, 4, and 5 for Item 6.1  - Presentation for Item 6.1  - Minutes for Item 6.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order or parts thereof at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6174	Recommend Retain
6/05/2025	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Sections 90(3)(b)(i) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	6246	Recommend Retain
7/10/2025	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> ;</p> <p>- Report for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6407	Recommend Retain

Date of Meeting	Meeting	Item No.	Title	Confidential Orders	Retention order #	2026 Review Determination
2/12/2025	Corporate Governance Committee	8.1	Revaluation of Assets	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> :</p> <p>- Presentation for Item 8.1</p> <p>This order shall operate until the publication of the 2026/27 Annual Business Plan; and will be reviewed and determined as part of the annual review by Council in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6447	Recommend Retain
3/02/2026	Corporate Governance Committee	8.1	Chief Executive Officer Update	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> :</p> <p>- Report for Item 8.1</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p>	6481	Recommend Retain
3/02/2026	Corporate Governance Committee	8.3	Long-term Financial Plan 2026-27	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.3 be kept confidential in accordance with the Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the <i>Local Government Act 1999</i> :</p> <p>- Presentation for Item 8.3</p> <p>This order shall operate until the 2026/27 Annual Business Plan and Long-Term Financial Plan are approved by Council and will be reviewed and determined as part of the annual review of confidential items by Council in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6478	Recommend Retain
3/02/2026	Corporate Governance Committee	8.2	Access Internal Audit Report	<p>Pursuant to Section 91(7) of the <i>Local Government Act 1999</i>, the Committee orders that the following aspects of Item 8.2 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(e) of the <i>Local Government Act 1999</i> :</p> <p>- Report for Item 8.2 - Attachment(s) for Item 8.2</p> <p>This order shall operate until the next scheduled annual review of confidential items by Council at which time this order will be reviewed and determined in accordance with Section 91(9)(a) of the <i>Local Government Act 1999</i> .</p> <p>Pursuant to Section 91(9)(c) of the <i>Local Government Act 1999</i>, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.</p>	6472	Recommend Retain

# STAFF REPORTS

## MATTERS TO BE CONSIDERED BY THE COMMITTEE ONLY

---

### *Matters for Information*

---

## 5.2 STRATEGIC RISK REPORT - FEBRUARY 2026

**Responsible Executive Manager** : Tina Hudson

**Report Author** : Steven Thomson

**Delegated Authority** : Matters for Information

**Attachments** : [1](#) Strategic Risk Report - February 2026

### Purpose

The purpose of this report is for the Corporate Governance Committee (CGC) to receive the Strategic Risk Report for February 2026 (Attachment 1).

### STAFF RECOMMENDATION

The Corporate Governance Committee receive and note the Strategic Risk Report - February 2026 (Attachment 1).

### Relevance to Strategic Plan

Decision-making filter: We will ensure that we meet our legislative requirements and legal obligations.

The effective management of risk is critical to ensuring we can achieve the objectives outlined in Council's Strategic Plan. Additionally, the regular review of our strategic risks aligns with Council's need to meet legislative compliance requirements and legal obligations.

### Relevance to Community Engagement Policy

There is no requirement to consult the public on this matter.

### Background

Clause 2.8 of the Corporate Governance Committee Charter states that the Committee will receive and review strategic risk reports.

Strategic Risk Reports are reviewed by the City of Playford Executive Team each quarter, with the February and August reports being provided to CGC.

### Current Situation

In February 2026, the Executive Team reviewed the Strategic Risks. Commentary on each risk has been provided in the Strategic Risk Report February 2026 (Attachment 1).

**Future Action**

The City of Playford Executive Team will continue to review the strategic risks on a quarterly basis, and an updated report will be presented to CGC in October 2026 as per the Corporate Governance Committee Work Plan.



Strategic Risk Report  
**February 2026**

<b>SR-1</b> Failure to plan for a hotter and drier climate.			
<b>Risk Category:</b> Environmental Impact, Reputation, Financial Sustainability	<b>Risk Owner:</b> CEO - Sam Green	<b>Last Reviewed:</b> November 2025	<b>Next Review:</b> May 2026
<b>Context:</b>	Council must consider the potential future impacts of a hotter and drier climate in all of its planning activities.		
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>•Council planted approximately 3000 trees during 2025 across streets, parks and reserves</li> <li>•Overall survival rate of trees during 2025 was 85%. Key impacts include vandalism and seasonal rain.</li> <li>•We are scheduled to plant 2800 trees during 2026</li> <li>•We will receive an additional 3000 trees from developers during 2026</li> <li>•Tree species to be used broadened including locally sourced and available seed, and larger canopy species selection</li> <li>•Researching trees that thrive in hotter, drier climates</li> <li>•Conducting a comparative growth trial with locally grown plants using different potting methods to increase chances of successful planting</li> <li>•Reviewing processes for how we manage all activities relating to new and existing trees, to focus on quality</li> <li>•Concern with the reliability of sourcing ongoing data to support implementation of risk mitigation activities.</li> <li>•Water truck funding has been allocated.</li> <li>•Tender underway as part of the Playford Water Efficiency Project involving reticulation of the additional 18 identified sites across the recycled water network including 8km of distribution mains providing an alternative water source for irrigation and further reducing reliance on SA Water drinking water supply.</li> <li>•Edinburgh Parks Infrastructure Planning includes stormwater management and reuse.</li> <li>•Updates to infrastructure software (Scada and Toro) identified as a digital project to expand capacity.</li> <li>•Project Management Framework templates have been updated to ensure consideration of sustainability within the project planning process.</li> </ul>		
	<b>Causes</b>	<b>Consequences</b>	
	<ul style="list-style-type: none"> <li>•Rapid growth</li> <li>•Lack of understanding and awareness of potential impacts</li> <li>•Climate not considered when planning future developments</li> <li>•Not planning for changed environmental conditions</li> </ul>	<ul style="list-style-type: none"> <li>•Impeded access for emergency services to respond to emergencies</li> <li>•Increased operational costs (e.g.: electricity, irrigation, building materials)</li> <li>•Impact to community living standards</li> <li>•Damage to parks and Council owned buildings</li> <li>•Housing not suited to the climate</li> <li>•Re-fitting of Council facilities and other infrastructure</li> <li>•Loss of industry</li> <li>•Injury to workers</li> </ul>	
<b>Risk Controls</b>			
<ul style="list-style-type: none"> <li>•Ongoing implementation of the Climate Adaptation Plan</li> <li>•Construction of Park Rd Drain</li> <li>•Ongoing implementation of the Tree Canopy Strategy</li> <li>•Urban Design Guidelines</li> <li>•Maintenance plans factor in increased costs due to climate change</li> <li>•Asset Management Policy and Strategic Asset Management Plan gives considerations to climate change impacts</li> <li>•Consideration of climate change impacts within Strategic Planning Framework (Includes Annual Business Plan, 4 Year Delivery Plan, City Strategy and Long Term Financial Plan)</li> <li>•Undertaking climate research which will provide information to assist planning process</li> <li>•Selection of appropriate plants and turfs</li> <li>•Recycled water network</li> <li>•Ongoing implementation of the Stormwater Management Plans (Adams Creek and Helps Road Drain, Greater Edinburgh Parks and St Kilda, Smith Creek, Gawler River)</li> <li>•Advocacy with other tiers of Government</li> </ul>			

<b>SR-2</b> Failure to plan for increased natural disasters (flood, fire and heatwave).			
<b>Risk Category:</b> Service Delivery, Financial Sustainability, Reputation	<b>Risk Owner:</b> CEO - Sam Green	<b>Last Reviewed:</b> November 2025	<b>Next Review:</b> May 2026
<b>Context:</b>	It is expected that the frequency and severity of natural disasters and extreme weather will increase in coming years.		
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>•Park Road drain project underway across multiple stages. Stages 1 and 2 detailed design underway, stages 3-7 construction tender awarded with work commenced.</li> <li>•Work on a Levee Management Framework for the Gawler River has commenced.</li> <li>•City of Salisbury has completed community consultation Adams Creek and Greater Edinburgh Parks Stormwater Management Plans (SWP) and endorsed the plan. •Stormwater Management. Authority (SMA) has provided feedback on another SMP to Salisbury which will require additional work on the GEP SMP.</li> <li>•Smith Creek SMP has been endorsed by SMA.</li> <li>•GEP and Helps Drain SMP was presented to the Green Adelaide board in December 2025.</li> <li>•Finalisation of AVS deed is a high priority to support completion of Broadacre Drain.</li> <li>•Advocacy for the Gawler River flood Mitigation Authority via an election commitment from the Federal Government.</li> <li>•Presented to state government regarding stormwater management within our region (Gawler, Playford, Salisbury) in February 2026.</li> <li>•Working group formed with State Government to consider how windbreaks could be used to increase amenity as well as water capture and reuse.</li> <li>•An Adverse Weather Community Access Framework has been developed to consider options for assisting the community at Council locations as a response to severe weather.</li> <li>•Council staff assisted in the planning for and participated in a joint Northern and Eastern Zone Emergency Management Committee exercise</li> <li>•A potential flood event tested Councils Crisis Management Plans which identified their effectiveness and provided opportunities to discuss lessons learned.</li> </ul>		
<p>Legend: I - Inherent Risk, R - Residual Risk</p>	<b>Causes</b>	<b>Consequences</b>	
	<ul style="list-style-type: none"> <li>•Climate change</li> <li>•Building out permeable land</li> <li>•Residential zoning of flood plains</li> <li>•Slow pace of rollout of stormwater infrastructure</li> <li>•Stormwater infrastructure not prioritised</li> <li>•Gawler River levees not maintained</li> </ul>	<ul style="list-style-type: none"> <li>•Additional cost to repair/replace unfit infrastructure</li> <li>•Impact to tree canopy</li> <li>•Increased service delivery disruption</li> <li>•Infrastructure failure/damage</li> <li>•Infrastructure depreciates quicker than expected</li> <li>•Loss of community from major emergency events</li> <li>•Unliveable communities</li> <li>•Uninsurable housing</li> <li>•Loss of industry (crops and greenhouses)</li> <li>•Extensive emergency response requirements</li> </ul>	
<b>Risk Controls</b>			
<ul style="list-style-type: none"> <li>•Ongoing implementation of the Stormwater Management Plans (Adams Creek and Helps Road Drain, Greater Edinburgh Parks and St Kilda, Smith Creek, Gawler River)</li> <li>•Crisis Management Response Framework</li> <li>•Community Emergency Management Plan</li> <li>•Urban Design Guidelines</li> <li>•Asset Management Policy and Strategic Asset Management Plan gives considerations to climate change impacts</li> <li>•Consideration of climate change impacts within Strategic Planning Framework (includes Annual Business Plan, 4 Year Delivery Plan, City Strategy and Long Term Financial Plan)</li> <li>•Council participates on the Gawler River Flood Management Authority</li> <li>•Staff prioritising work on development in growth areas</li> <li>•Rural tractor slashing program</li> <li>•A dedicated Fire Prevention Officer is employed by Council</li> </ul>			

<b>SR-3</b> Council's financial position affects its decision making to invest appropriately in the community.					
<b>Risk Category:</b> Financial Sustainability, Reputation	<b>Risk Owner:</b> GM Corporate Services - Luke Culhane				
	<b>Last Reviewed:</b> November 2025				
	<b>Next Review:</b> May 2026				
<b>Context:</b>	As a growing Council the community need investment in new assets and services. Council need to make sound financial decisions while ensuring long term financial sustainability.				
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>The debt level continues to remain at sustainable levels. Interest rate risk remains to be managed appropriately.</li> <li>Cost of resourcing growth related activities is challenging.</li> <li>Continued strong focus on using money wisely and financial sustainability EMs have commitment to finance strategy.</li> <li>Recent focus on continuous improvement has identified proposed savings.</li> <li>Tools exist that contribute to increased commercial and industrial investment as well as employment growth.</li> <li>Long Term Financial Plan adopted noted as achieving target for life of the plan.</li> <li>Council is undertaking its draft annual business plan and budget process and looking at maintaining its budget surplus position.</li> </ul>				
<p>I - Inherent Risk, R - Residual Risk</p>	<table border="1"> <thead> <tr> <th>Causes</th> <th>Consequences</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> <li>Lack of financial understanding</li> <li>Not following the finance strategy</li> <li>Long Term Financial Plan is not accurate</li> <li>Maladministration</li> <li>Not planning for infrastructure</li> </ul> </td> <td> <ul style="list-style-type: none"> <li>Inability to invest in assets and services that benefit the community</li> <li>Higher cost for the community</li> <li>Higher rates</li> <li>Reputational damage</li> </ul> </td> </tr> </tbody> </table>	Causes	Consequences	<ul style="list-style-type: none"> <li>Lack of financial understanding</li> <li>Not following the finance strategy</li> <li>Long Term Financial Plan is not accurate</li> <li>Maladministration</li> <li>Not planning for infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Inability to invest in assets and services that benefit the community</li> <li>Higher cost for the community</li> <li>Higher rates</li> <li>Reputational damage</li> </ul>
	Causes	Consequences			
<ul style="list-style-type: none"> <li>Lack of financial understanding</li> <li>Not following the finance strategy</li> <li>Long Term Financial Plan is not accurate</li> <li>Maladministration</li> <li>Not planning for infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Inability to invest in assets and services that benefit the community</li> <li>Higher cost for the community</li> <li>Higher rates</li> <li>Reputational damage</li> </ul>				
<b>Risk Controls</b> <ul style="list-style-type: none"> <li>Finance Strategy</li> <li>Financial Sustainability Ratios and Targets Policy and Procedure</li> <li>Strategic Planning Framework (includes Annual Business Plan, 4 Year Delivery Plan, City Strategy and Long Term Financial Plan)</li> <li>City wide strategies</li> <li>Elected Members have undertaken financial training</li> <li>Monthly budget update reports to Council</li> <li>Rating Policy and Procedure</li> <li>Prudential Management Policy and Procedure</li> <li>Processes in place to identify grant opportunities</li> <li>Corporate Governance Committee have oversight of financial matters</li> <li>Procurement Policy and Procedure</li> <li>Regular review of unit rates and asset valuations associated with asset revaluation process</li> </ul>					

<b>SR-4</b> Unauthorised malicious access to computer systems or disclosure of sensitive data.			
<b>Risk Category:</b> Reputation, Financial Sustainability, Service Delivery	<b>Risk Owner:</b> GM Corporate Services - Luke Culhane	<b>Last Reviewed:</b> November 2025	<b>Next Review:</b> May 2026
<b>Context:</b>	Council holds personal data for workers, including volunteers, contractors, clients and the community. Additionally, many of our critical functions rely on uninterrupted access to our computer systems.		
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>•Cyber Security training is mandatory for all staff.</li> <li>•Sender, Content, Action, Manage (S.C.A.M.) training currently at 65% complete.</li> <li>•Organisational wide Friendly Phishing testing has been a focus of ICT - next Phishing campaign to be actioned on completion of S.C.A.M training.</li> <li>•Information management audit is complete with recommendations being assessed against priorities.</li> <li>•IT Access Controls Internal Audit is complete with recommendations being implemented.</li> <li>•Senior Manager ICT has recently commenced.</li> <li>•Digital roadmap has been developed to improve commitment to maintaining up to date software.</li> </ul>		
	<b>Causes</b>	<b>Consequences</b>	
	<ul style="list-style-type: none"> <li>•Cyber attack</li> <li>•Failure to identify and apply patches and version updates</li> <li>•Failure to maintain hardware or software</li> <li>•Human error</li> <li>•Legacy systems which have vulnerabilities</li> <li>•Staff misconduct</li> <li>•Vulnerabilities in third party systems</li> <li>•Sensitive data stored in unsecure places</li> <li>•Irregular cyber security training</li> <li>•Undefined records management practices and lack of user training</li> </ul>	<ul style="list-style-type: none"> <li>•Data is compromised and obtained by threat actors</li> <li>•Financial impact of downtime, investigation and restoration</li> <li>•Loss of system access</li> <li>•Loss of productivity</li> <li>•Reportable breach which involves regulatory investigation and potential fine</li> <li>•Reputational damage</li> <li>•Unable to deliver services</li> </ul>	
<b>Risk Controls</b>			
<ul style="list-style-type: none"> <li>•Critical system information and data is regularly backed up</li> <li>•Remote access requires two factor authentication</li> <li>•Email and web browser filtering and protections</li> <li>•Business Continuity Plan and ICT Disaster Recovery Plan</li> <li>•Cyber security insurance</li> <li>•Software/hardware renewal program</li> <li>•Access request form must be completed for system access changes</li> <li>•Patches and updates applied as required</li> <li>•Network vulnerability assessments and penetration testing completed</li> <li>•Crowd Strike Intrusion Detection System</li> <li>•Cyber security training - is now mandatory for all employees</li> <li>•Phriendly Phishing Program</li> <li>•Police checks completed for identified positions</li> <li>•ICT Acceptable Use Procedure</li> <li>•ICT staff with appropriate knowledge, skills and experience</li> <li>•Adherence to Essential 8 (ICT best practice, strategies to mitigate cyber security incidents)</li> <li>•Cloud first strategy</li> <li>•Geofencing</li> <li>•System access is removed until cyber and refresher training is undertaken</li> </ul>			

<b>SR-5</b> Inability to meet the needs of a rapidly growing community.			
<b>Risk Category:</b> Service Delivery, Reputation	<b>Risk Owner:</b> GM City Services - Tina Hudson	<b>Last Reviewed:</b> November 2025	<b>Next Review:</b> May 2026
<b>Context:</b>	As a growth Council there are significant challenges in providing the right services and infrastructure at the right time and the costs that are associated with it. We also need to consider how we extend existing services to new areas.		
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>•GMs and Senior Managers have identified growth drivers for the business and future workforce requirements. This will be a regular recurring exercise.</li> <li>•Strategic Plan has been reviewed and adopted.</li> <li>•Increased focus on project planning and delivery is helping us to understand the capacity of the organisation to deliver projects.</li> <li>•Transport Strategy adopted.</li> <li>•Social Services and Infrastructure Strategy in draft.</li> <li>•Have completed service reviews of NDIS and positive ageing services to ensure service profile is appropriate for our growing community.</li> <li>•Continue to advocate with State Government for collective infrastructure work.</li> <li>•Advocacy pack being developed for State Government.</li> <li>•Partnering with SA Water regarding community consultation and infrastructure rollout.</li> <li>•Series of workshops held with Council around growth and growth planning with outcomes to be discussed with invitations to State MP's in the first half of 2026.</li> <li>•We have been undertaking trials of different service methodologies for some of our community services.</li> <li>•DIT Forward Work Plan 2025-2028 includes Angle Vale Road Planning Study, Curtis Rd reference Design, Riverlea Interchange and Womma Road Planning Study.</li> <li>•Construction contract signed for Munno Para Sports Complex.</li> <li>•Parks and Landscapes team split into two teams with two new managers appointed for Parks and Gardens and Sports Facilities and Biodiversity.</li> <li>•Recruitment for Manager Maintenance about to commence.</li> <li>•Playford is participating in a regular Northern Growth Areas meeting with State Government.</li> </ul>		
<p>1 - Inherent Risk, B - Residual Risk</p>	<b>Causes</b>	<b>Consequences</b>	
	<ul style="list-style-type: none"> <li>•Investment required could be well beyond Council's capacity/appetite to borrow</li> <li>•Limited services available in new areas</li> <li>•Rapid growth and not adjusting service capacity to match</li> <li>•Government making decisions which impact local infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>•Infrastructure and service does not keep pace with community expectation</li> <li>•Increased costs of future infrastructure needs</li> <li>•Reputation damage</li> </ul>	
<b>Risk Controls</b>			
<ul style="list-style-type: none"> <li>•Strategic Planning Framework (includes Annual Business Plan, 4 Year Delivery Plan, City Strategy, Strategic Asset Management Plan and Long Term Financial Plan)</li> <li>•Finance Strategy</li> <li>•Advocacy efforts with State and Federal Government</li> <li>•Strategic Marketing Communications Plan</li> <li>•Partnerships with neighbouring councils</li> <li>•Infrastructure deeds between Council, State Government and developers</li> <li>•Project Management Framework</li> <li>•Education with community and Elected Members</li> <li>•Membership of National Growth Areas Alliance</li> <li>•Staff prioritising work on development in growth areas</li> <li>•Ongoing monitoring of community sentiment through community surveys</li> <li>•Growth model for allocating new resources</li> <li>•Cross departmental collaborative work to monitor full range of city development activities</li> <li>•Strong appetite for confirming resource requirements through business needs</li> </ul>			

<b>SR-6</b> The inability to attract and retain skilled and experienced employees.			
<b>Risk Category:</b> Service Delivery	<b>Risk Owner:</b> GM Corporate Services - Luke Culhane	<b>Last Reviewed:</b> November 2025	<b>Next Review:</b> May 2026
<b>Context:</b>	Labour market conditions are making it difficult to attract and retain staff with the right skills and experience.		
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>•City of Playford salaries are competitive in comparison to the market.</li> <li>•Some positions are a challenge to recruit but for the most part we continue to attract quality candidates for positions.</li> <li>•Improvement in quality and quantity of candidates, and seeing an increase in Local and State Government candidates. Market continues to shift towards being more competitive although pockets of the business are still experiencing difficulty (e.g., Project Management).</li> <li>•Innovation is assisting attraction with satisfaction increasing and business is seeing return employees.</li> <li>•OD team are trialling various different candidate attraction strategies.</li> <li>•Executive completed People Day (talent mapping) for Senior Managers to identify future executive leaders and will be working on relevant development plans.</li> <li>•Planning for People Day for talent mapping for the wider management group is underway.</li> </ul>		
	<b>Causes</b>	<b>Consequences</b>	
	<ul style="list-style-type: none"> <li>•Classification leads to a lower pay rate than what market is offering</li> <li>•Location of Council offices</li> <li>•Lack of people with the right skills looking for employment</li> <li>•Unclear job advertisements or poor branding</li> <li>•Job opportunity offered elsewhere</li> <li>•Lack of quality and consistent exit interviews to understand the reasons for people leaving</li> <li>•Implications of grant funding in some areas</li> </ul>	<ul style="list-style-type: none"> <li>•Inability to deliver work</li> <li>•Additional cost to engage contractors or temps</li> <li>•Impact on staff morale</li> <li>•High staff turnover</li> <li>•Loss of knowledge and experience</li> <li>•Inability to address issues related to retention</li> <li>•Temporary increase of workload - all levels of staff, including Executives</li> </ul>	
<b>Risk Controls</b>			
<ul style="list-style-type: none"> <li>•Remuneration Policy and Procedure including market relativity</li> <li>•Implementation of Recruitment Business Plan</li> <li>•Pulse survey completed twice per year and report provided to senior management</li> <li>•Human Resource Partners work with managers on staff issues</li> <li>•Workforce planning including talent identification program ('People Day')</li> <li>•Employee value proposition (income protection, no forced redundancies, flexible work arrangements)</li> <li>•Work experience and cadet programs</li> <li>•Access to good training and development opportunities</li> <li>•Robust recruitment process to attract quality candidates</li> <li>•Exit interviews are offered to staff departing the organisation</li> <li>•Dedicated Learning &amp; Development Partner with annual training budget</li> </ul>			

<b>SR-7</b> Failure to keep up with technological advances.			
<b>Risk Category:</b> Service Delivery, Reputation, Financial Sustainability	<b>Risk Owner:</b> GM Corporate Services - Luke Culhane	<b>Last Reviewed:</b> November 2025	<b>Next Review:</b> May 2026
<b>Context:</b>	New technologies (including artificial intelligence) have the potential to change the way that we work, the services our customers want and the way in which we interact.		
<b>Executive Comments:</b>	<ul style="list-style-type: none"> <li>•Senior Leadership Team have done further work to refine the planning and development of projects to prioritise ICT projects.</li> <li>•Consideration of accessing skillset of a CIO/CTO role.</li> <li>•ICT asset renewal approach to be reviewed for efficiencies.</li> <li>•Continuing to manage Digital Program Management Framework.</li> <li>•Standard templates available to deliver project efficiency and high quality.</li> <li>•It remains a challenge to manage competing digital projects for end of life technology.</li> <li>•There are some challenges in understanding the business process side of software changes.</li> <li>•Investigations have commenced to timing and implications of the CiAnywhere upgrade.</li> <li>•Senior Manager ICT has recently commenced.</li> <li>•Current Digital Project factory process to review the status of projects currently underway is working well.</li> <li>•Digital roadmap has been developed to identify high priority digital projects.</li> <li>•Project to improve Playford booking processes (including hall hire, library equipment etc (Bookable) has been implemented and resulted in an increase of internal capability and community use.</li> <li>•Trials underway to consider how AI may be adopted and best used as part of internal processes.</li> </ul>		
	<ul style="list-style-type: none"> <li>•Budget constraints</li> <li>•Insufficient scoping of requirements for technology</li> <li>•Insufficient skill sets to identify, implement and maximise benefit from technology</li> <li>•Resistance of end users to utilise new systems</li> <li>•Technological innovation outpacing the ability to adapt</li> <li>•Use of existing or preferred suppliers limiting capabilities</li> <li>•Legacy systems that impede adaptability</li> <li>•Inability to plan for software renewals</li> </ul>	<ul style="list-style-type: none"> <li>•Not meeting the needs of the community</li> <li>•Missed business opportunities</li> <li>•Productivity stagnation or decline</li> <li>•Legal exposure</li> <li>•Job displacement</li> <li>•Failure of critical software/hardware</li> <li>•Increased costs to maintain outdated technology</li> <li>•Increased vulnerability to cyber attacks</li> </ul>	
<b>Risk Controls</b>			
<ul style="list-style-type: none"> <li>•ICT Digital Project Factory</li> <li>•Information Technology Strategy and ICT Asset Management Plan</li> <li>•Regular reviews of systems architecture and software/hardware management</li> <li>•Budget bid process which includes ICT requirements</li> <li>•Business Continuity Plan and ICT Disaster Recovery Plan</li> <li>•Moving to SAAS solutions</li> <li>•Third party support software solutions, in house ICT Team underpinned by outsourced cyber managed services</li> <li>•Collaboration with technology partners and industry peers (local and state)</li> <li>•Project Management Framework which incorporates nuances of digital project management</li> </ul>			

### 5.3 ACCOUNTS PAYABLE INTERNAL AUDIT REPORT

**Responsible Executive Manager** : Sam Green

**Report Author** : Ninad Sinkar

**Delegated Authority** : Matters for Information

**Attachments** : [1](#). Accounts Payable Internal Audit Report

#### **Purpose**

The purpose of this report is for the Corporate Governance Committee to receive and note the Accounts Payable Internal Audit Report (Attachment 1).

#### **STAFF RECOMMENDATION**

The Corporate Governance Committee notes the Accounts Payable Internal Audit Report (Attachment 1).

#### **Relevance to Strategic Plan**

The City of Playford is committed to delivering efficient services, this includes the efficient management of its risks and effective internal audit function. The implementation of the recommendations will positively impact service delivery to our community through optimum utilisation of resources, greater accountability, transparency, and continuous improvement of our processes.

#### **Relevance to Community Engagement Policy**

There is no requirement to consult the public on this matter.

#### **Background**

As part of the approved Internal Audit Plan, an accounts payable internal audit was conducted. The objective of this audit was to assess the existence and effectiveness of key controls over the City of Playford's accounts payable processes, with a particular focus on segregation of duties, and the completeness and accuracy of payments.

#### **Current Situation**

The detailed observations and recommendations have been included in the Accounts Payable Internal Audit Report (Attachment 1).

#### **Future Action**

Going forward, all action items will be tracked by the Internal Auditor. The intention is to ensure all actions are undertaken by their due dates or approved amended timelines.

## Accounts Payable Internal Audit Report

**Submitted by**  
Mr Ninad Sinkar  
Internal Auditor

**City of Playford**

P: (08) 8256 0146  
[nsinkar@playford.sa.gov.au](mailto:nsinkar@playford.sa.gov.au)  
[www.playford.sa.gov.au](http://www.playford.sa.gov.au)

March 2026

**Table of Contents**

**1 EXECUTIVE SUMMARY AND BACKGROUND ..... 3**

1.1 Objective..... 3

1.2 Scope ..... 3

1.3 Executive Summary..... 3

1.4 Summary of internal audit observations ..... 5

**2 INTERNAL AUDIT OBSERVATION(S) ..... 6**

## 1 Executive Summary and Background

---

### 1.1 Objective

In accordance with the 2025/26 Internal Audit Plan of the City of Playford (the Council), an internal audit focusing on the Council's accounts payable processes was performed.

The objective of this audit was to assess the existence and effectiveness of key controls over the City of Playford's Accounts Payable (AP) processes, with particular focus on segregation of duties, and the completeness and accuracy of payments.

### 1.2 Scope

Based on the objectives outlined above, the scope of the internal audit included consideration of the following:

- Payment registers (EFT batches)
- Proposed payment reports
- Off-cycle and revised payment batches
- Supplier "New & Modified Accounts" reports
- Duplicate payment monitoring reports
- Creditor ageing reports
- User access listings (AP Line Maintenance and EFT File Generation)
- Clarification of banking platform authorisation controls

### 1.3 Executive Summary

The objective of this audit was to assess whether Accounts Payable processes are operating in accordance with approved procedures and whether adequate systems and controls are in place to ensure completeness, accuracy and appropriate governance of payments.

The audit included detailed review of payment registers across the financial year, supplier master modification reports, duplicate payment monitoring reports, and system user access rights.

Overall, the Accounts Payable function operates within a structured and generally well-controlled environment. Payment processing controls are consistently applied, monitoring mechanisms are embedded, and no evidence of irregular or inappropriate payment activity was identified during audit testing.

During the audit, Internal Audit initially identified a potential segregation-of-duties concern relating to supplier master maintenance and EFT file generation roles. Following further clarification from management and review of role responsibilities, Internal Audit confirmed that these functions are segregated across different roles within the payment process.

The observation identified during this internal audit is outlined in the summary below.

**Internal Audit Approach**

Internal Audit performed transaction testing, data analysis of payment registers, review of supplier modification reports, and assessment of system access roles to evaluate the effectiveness of controls over the Accounts Payable process.

**Positive Observations**

- Duplicate payment monitoring reports are generated and maintained.
- Supplier EFT modifications are limited in volume and performed by a small number of authorised users.
- Dual authorisation is enforced within the banking platform.
- No duplicate or irregular payment patterns were identified during testing.

**Key Controls Reviewed**

Internal Audit assessed the design and operation of key controls across the Accounts Payable process, including:

- Supplier onboarding and supplier master file maintenance controls.
- Invoice processing controls, including PO and non-PO invoice processing.
- Segregation of duties across supplier maintenance, invoice processing and payment preparation functions.
- Payment batch creation and EFT file generation processes.
- Bank payment controls including automated upload and dual authorisation.
- Monitoring controls including duplicate payment checks and supplier modification reporting

**Overall Conclusion**

The Accounts Payable function is operating within a structured and generally well-controlled environment. Payment processing, supplier monitoring and bank execution controls are functioning consistently, and no fraud indicators were identified through testing.

Internal Audit initially identified a potential segregation-of-duties concern relating to supplier master maintenance and EFT file generation roles. Following clarification from IT and review of role responsibilities, Internal Audit confirmed that supplier maintenance, payment preparation, and bank authorisation functions are segregated across different roles within the process.

Based on the procedures performed and information made available during the audit, Internal Audit provides reasonable assurance that key controls over the Accounts Payable process are designed appropriately and operating effectively.

**Audit Rating: Effective**

Controls over the Accounts Payable process are operating effectively. Internal Audit initially identified a potential segregation-of-duties concern; however, further clarification confirmed that appropriate segregation exists across supplier maintenance, payment preparation, and bank authorisation functions.

**1.4 Summary of internal audit observation(s)**

The observation and recommendation raised was discussed with the CEO. This report also includes any observation(s) and recommendation(s) where management has implemented the action plans to date.

Ref	Observation	Impact
2.1	Segregation of duties – Supplier master maintenance and EFT file generation	Reduced separation between supplier EFT modification and payment preparation functions

Internal Audit has reviewed the response and is satisfied that the matter has been adequately addressed. No further action is required.

## 2 Internal audit observation(s)

---

### 2.1 Segregation of Duties – Supplier Master Maintenance and EFT File Generation

#### Observation(s) and impact

During the audit, Internal Audit initially identified a potential segregation-of-duties concern where the AP Line Maintenance role appeared to include the ability to modify supplier records, including EFT bank account details. It was also noted that a user holding this role had the ability to generate EFT payment files.

EFT files are uploaded to the banking platform via an automated system process and dual authorisation is enforced within the bank portal. The same user cannot both generate and release EFT payments.

#### Impact:

- If a single role were able to both modify supplier bank account details and generate payment files, this could increase the theoretical risk of unauthorised redirection of supplier payments. In such circumstances, reliance would be placed on bank-level dual authorisation controls to detect and prevent inappropriate payments.
- No evidence of inappropriate activity or irregular payment patterns was identified during audit testing.

#### Recommendation(s)

Internal Audit recommends that Management review the current user access configuration to determine whether further separation between supplier EFT maintenance and EFT file generation can be achieved.

#### Management response:

##### The following response was provided by the IT Team

- AP Officer - AP line maintenance and generating EFT files can be utilised by the same person, as AP Line Maintenance is in regard to generating payments for invoices and what GL lines those funds are taken from, then collating all invoice payments to be made into a bank file which is then automatically uploaded to the bank for funds to be released. This person does not have the ability to change bank account information or be able to approve the fund release when it reaches the bank, therefore their duties are segregated.
- Procurement systems officer – this person can modify supplier information, including ABN, address and bank account details. Although this person has the ability to change bank account details of a supplier, they are unable to generate EFT files, nor are they able to approve fund release from the bank, therefore their duties are segregated.
- Funds released from the bank require dual authorisation within the banking platform.

#### Comment by Internal Audit

- Internal Audit is satisfied with the clarification provided by IT and notes that supplier maintenance, EFT file generation, and bank payment authorisation are segregated across different roles.
- Based on the information provided during the audit, Internal Audit considers that appropriate segregation of duties exists within the Accounts Payable payment process, and no further action is required.

## 5.4 CORPORATE GOVERNANCE COMMITTEE WORK PLAN

**Responsible Executive Manager** : Luke Culhane

**Report Author** : Sarah Schutz

**Delegated Authority** : Matters for Information

**Attachments** : [1](#). Corporate Governance Committee Work Plan 2026

### Purpose

The purpose of this report is for the Corporate Governance Committee (the Committee) to review and monitor the Committee's Work Plan and ensure it is meeting the obligations set out in the *Local Government Act 1999* and the Corporate Governance Committee Charter.

### STAFF RECOMMENDATION

The Committee notes the Corporate Governance Committee Work Plan 2026 (Attachment 1).

### Relevance to Strategic Plan

Decision-making filter: We will ensure we meet our legislative requirements and legal obligations.

The Committee is established in accordance with Section 126 of the *Local Government Act 1999* (the Act). The Charter sets out how the Committee fulfils its legislative obligations, while the Work Plan (Attachment 1) is the planning tool to ensure that these responsibilities are met.

### Relevance to Community Engagement Policy

There is no requirement to consult the community on this matter.

### Background

The Corporate Governance Committee was established at the commencement of the 2022 Council term to fulfil Council's obligation under Section 126 of the Act, to maintain an audit and risk committee. The Committee's purpose is to provide independent assurance and advice to Council on matters relating to accounting, financial management, internal controls, risk management and governance.

### Current Situation

The Corporate Governance Committee Work Plan has been developed to ensure the Committee's business is appropriately planned on an annual basis and that its obligations under the Act and Charter are met. The Work Plan is reviewed at each meeting and updated as required.

**Future Action**

The Committee will receive a report on the Work Plan at each Committee meeting.

Corporate Governance Committee Work Plan 2026									
AGENDA	CGC Charter Reference	Report Type	Non-recurrent/ Recurrent	Meeting Dates					
				3 Feb 2026	7 Apr 2026	5 May 2026	4 Aug 2026	6 Oct 2026	1 Dec 2026
<b>POLICY REVIEW</b>									
Consider relevant Policies for CGC input (as needs basis)	2.6 Accounting, Internal Control, Reporting and other Financial Management Systems	Decision Report	N						
<b>FINANCIAL MANAGEMENT</b>									
External Audit:									
Annual External Audit Plan	2.5 Council's External Auditor	Information Report	R	External Auditor attend					
Management Update on Internal Control Findings (External Audit Interim Report)	2.3 Monitor Auditor Recommendations	Information Report	R						
Adoption of Annual Financial Statements & External Audit Report	2.1 Financial Reporting and 2.5 Council's External Auditor	Decision Report	R					External Auditor attend	
Meeting with External Auditor	2.5 Council's External Auditor	Informal Discussion (Committee Only)	R					External Auditor attend	
Review of External Auditor performance	2.5 Council's External Auditor	Information Report	R						
Budget Reviews	2.1 Financial Reporting	Information Report	R	Mid-year review				Budget Review One	
Rates Review (as needs basis)	2.1 Financial Reporting	Decision Report / Information Session	N						
Rolling Asset Revaluation Update	2.1 Financial Reporting	Information Report	R						
<b>RISK MANAGEMENT</b>									
Strategic Risk Report	2.8 Risk Management	Information Report	R						
Risk and WHS Audit Action Plans - Progress Update	2.8 Risk Management	Information Report	R						
Insurance Portfolio	2.8 Risk Management	Information Report	R						
Major Project Update (as needs basis)	2.8 Risk Management	Information Report	N						
Disaster Recovery Plan (as needs basis)	2.8 Risk Management	Information Report	N						
Business Continuity Plan (as needs basis)	2.8 Risk Management	Information Report	N						
<b>INTERNAL AUDIT</b>									
Internal Audit Work Plan	2.7 Internal Audit Function	Information Report	R						
Internal Audit Finding Reports (as needs basis)	2.3 Monitor Auditor Recommendations	Information Report	N						
Internal Audit Status Update (as needs basis)	2.3 Monitor Auditor Recommendations	Information Report	N						
<b>STRATEGIC MANAGEMENT PLANS</b>									
LTFP Update and Assumptions	2.2 Strategic Management Plans and Annual Business Plans	Informal Discussion	R						
Update on ABP, LTFP, SAMP	2.2 Strategic Management Plans and Annual Business Plans	Informal Discussion	R						
<b>PRUDENTIAL REPORTS</b>									
Prudential Reports (as needs basis)	2.9 Prudential Reports	Decision Report / Informal Discussion	N						
<b>PUBLIC INTEREST DISCLOSURES</b>									
Public Interest Disclosures (as needs basis)	2.10 Public Interest Disclosures	Information Report	N						
<b>OTHER INVESTIGATIONS OR EVALUATIONS</b>									
Other Investigations (Section 130A) (as needs basis)	2.4 Other Investigations or Evaluations	Decision Report	N						
<b>COMMITTEE GOVERNANCE</b>									
Workplan & Schedule of Meetings	4. Delegations	Decision Report	R						
CGC Communique	11. Reporting and Review	Informal Discussion	R						
Appointment of Presiding Member	4. Delegations	Decision Report	R						
Committee Self Assessment (external assessment - year of election) and Annual Report	11. Reporting and Review	Decision Report	R				External assessment	Findings	
CEO update		Information Report	R						
Training and Development (Finance, Risk and Standards update) (as needs basis)	9. Independent Member Support		N						

---

# **INFORMAL DISCUSSION**

---

**6.1 Content for the Corporate Governance Committee Communique**

**Presenter:** Luke Culhane, General Manager Corporate Services

**Purpose:** For the Committee to provide input into the Corporate Governance Committee Communique for the April 2026 meeting.

**Duration:** 5 minutes

Section 126(8)(a) of the *Local Government Act 1999* states the audit and risk committee of a Council must provide a report to the Council after each meeting summarising the work of the Committee during the period preceding the meeting and the outcomes of this meeting.

## **STAFF REPORTS**

### **MATTERS TO BE CONSIDERED BY THE COMMITTEE AND REFERRED TO COUNCIL**

---

***Matters which cannot be  
delegated to a Committee or Staff***

---

## 8.1 2026/27 DRAFT ANNUAL BUSINESS PLAN AND LONG TERM FINANCIAL PLAN

Contact Person: Luke Culhane

### Why is this matter before the Council or Committee?

Matters which cannot be delegated to a Committee or Staff

### Purpose

For the Committee to make a determination on whether to deal with this matter in confidence.

### A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

#### STAFF RECOMMENDATION

Pursuant to Section 90(2) of the *Local Government Act 1999* an order is made that the public be excluded from attendance at the meeting, with the exception of:

- Executive Officer;
- Chief Executive Officer;
- General Manager City Assets;
- General Manager Corporate Services;
- Manager Governance;
- Senior Manager Financial Services;
- Senior Manager – Assets & Delivery;
- Corporate Planner Specialist;
- Strategic Finance Analyst;
- Governance Support;
- ICT Support;
- Minute Taker;

in order to consider in confidence agenda item 8.1 under Section 90(3)(b) of the *Local Government Act 1999* on the basis that:

(b) information the disclosure of which -

i) could reasonably be expected to confer a commercial advantage on a person with whom the council is conducting, or proposing to conduct, business, or to prejudice the commercial position of the council; and

ii) would, on balance, be contrary to the public interest.

This matter is confidential because the report is informing Council on decisions relating to the 2026/27 Draft Annual Business Plan which has not yet been finalised.

On the basis of this information, the principle that meetings should be conducted in a place open to the public has been outweighed and in this instance; the Committee consider it necessary to consider this matter in confidence.

*Section B below to be discussed in the confidential section of the agenda once the meeting moves into confidence for each item.*

**B. The Matters as per item 8.1**

**C. COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE**

**Purpose**

To resolve how long agenda item 8.1 is to be kept confidential.

**STAFF RECOMMENDATION**

Pursuant to Section 91(7) of the *Local Government Act 1999*, the Committee orders that the following aspects of Item 8.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90(3)(b) of the *Local Government Act 1999*:

- Report for Item 8.1
- Attachment(s) for Item 8.1
- Minutes for Item 8.1

This order shall operate until the 2026/27 Annual Business Plan and Long Term Financial Plan are endorsed by Council, or will be reviewed and determined as part of the annual review by Council in accordance with Section 91(9)(a) of the *Local Government Act 1999*, whichever comes first.

Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, the Committee delegates to the Chief Executive Officer the power to revoke this order at any time, and the Chief Executive Officer must advise the Committee of the revocation of this order as soon as possible after such revocation has occurred.