



MINUTES

of

CORPORATE GOVERNANCE COMMITTEE MEETING

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

HELD IN

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

ON

**TUESDAY, 3 FEBRUARY 2026
AT 5:00 PM**

The meeting commenced at 5.01 pm.

1 ATTENDANCE RECORD

1.1 Present

MR MARK LABAZ – PRESIDING MEMBER

Mr Peter Brass
(via Zoom from 5.02 pm)

Mayor Glenn Docherty

Cr Shirley Halls

Mr Martin White

Also in attendance for the meeting:

Chief Executive Officer
General Manager, City Assets
General Manager, Corporate Services
Internal Auditor
Senior Manager Organisational Development

Mr Sam Green
Mr Dale Welsh
Mr Luke Culhane
Mr Ninad Sinkar
Ms Emily Byrne

Senior Manager Information Technology
Senior Manager Financial Services
Manager Governance
Manager, Risk & WHS
Senior Governance Officer
Minute Taker
ICT Support Officer
Representative from Galpins
Representative from Bentleys

Ms Bao Tram
Mrs Iolanda Calabrese
Mrs Skye Nitschke
Ms Angie-Marie Ross
Mrs Sarah Schutz
Ms Joanne Cross
Ms Ling Yin
Ms Janna Burnham
Mr David Papa

1.2 Apologies

Nil

1.3 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

6468

Moved: Cr Halls

Seconded: Mr White

The Minutes of the Corporate Governance Committee Meeting held 2 December 2025 be confirmed as a true and accurate record of proceedings.

CARRIED

Mr Peter Brass joined the meeting via Zoom at 5.02 pm.

3 DECLARATIONS OF INTEREST

Nil

4 DEPUTATION / REPRESENTATIONS

Nil

With the leave of the meeting, the order for consideration of the following agenda items was amended:

Item 5.2 is to be considered prior to Item 5.1.

Item 8.2 is to be considered following Item 5.2.

Item 6.1 is to be consider following Item 8.3.

Item 8.3 is to be considered following Item 7.

5 STAFF REPORTS

Matters to be considered by the Committee Only

Matters delegated to the Committee

5.2 EXTERNAL AUDITOR DRAFT AUDIT PLAN 2025/26

Responsible Executive Manager : Sam Green

COMMITTEE RESOLUTION

6469

Moved: Mr White

Seconded: Mayor Docherty

The Corporate Governance Committee receive and endorse the Bentleys External Audit Plan 2025/26 (Attachment 1) and scope.

CARRIED

Mr David Papa left the meeting at 5.14 pm.

8 CONFIDENTIAL MATTERS

8.2 ACCESS CONTROLS INTERNAL AUDIT REPORT

Responsible Executive Manager : Luke Culhane

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE FOR ITEM 8.2

COMMITTEE RESOLUTION

6470

Moved: Mr White

Seconded: Cr Halls

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:

- Chief Executive Officer;
- General Manager City Assets;
- General Manager Corporate Services;
- Senior Manager Information Technology;
- Manager Governance;
- Internal Auditor;
- Governance Support;
- Minute Taker;
- Galpins Representative

in order to consider in confidence agenda item 8.2 under Section 90(3)(e) of the *Local Government Act 1999* on the basis that:

- (e) matters affecting the security of the council, members or employees of the council, or council property; or the safety of any person.

This matter is confidential because it relates to the security of Council's ICT environment.

The disclosure of this information could reasonably be expected to place the City of Playford's cyber security at risk.

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

CARRIED

The meeting went into confidence at 5.15 pm.

B. THE BUSINESS MATTER

COMMITTEE RESOLUTION

6471

Moved: Cr Halls

Seconded: Mr White

The Corporate Governance Committee receive and note the Access Controls Internal Audit Report (Attachment 1).

CARRIED

C. PROCEDURAL DECISION - COMMITTEE TO DECIDE HOW LONG ITEM 8.2 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION

6472

Moved: Mr White

Seconded: Cr Halls

Pursuant to Section 91(7) of the *Local Government Act 1999*, 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 *Local Government Act 1999*:

- Report for Item 8.2
- Attachment(s) for Item 8.2

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 *Local Government Act 1999*.

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.

CARRIED

The meeting re-opened to the public at 5.32 pm.

Ms Janna Burnham left the meeting at 5.32 pm.

5.1 PUBLIC INTEREST DISCLOSURE PROCEDURE - CONSULTATION Responsible Executive Manager : Sam Green

COMMITTEE RESOLUTION

6473

Moved: Cr Halls**Seconded: Mr Brass**

1. The Corporate Governance Committee notes the updates to the proposed Public Interest Disclosure Procedure (Attachment 1).
2. The Corporate Governance Committee provides the following feedback:
 - seek clarification of definition of officer or employee vs staff member
 - if the outcomes reporting relates to CEO, the responsible officer should report the outcomes to the Mayor

CARRIED*Matters for Information***5.3 RISK AND WHS ACTION PLAN UPDATE 2026**
Responsible Executive Manager : Luke Culhane**COMMITTEE RESOLUTION****6474****Moved: Mayor Docherty****Seconded: Cr Halls****The Corporate Governance Committee receive and note the:**

- completed 2024-25 WHS Evaluation Action Plan (Attachment 1); and
- progress updates on the 2025-26 WHS Evaluation and Risk Action Plans.

CARRIED*Mr Brass left the meeting at 6.05 pm.**Mr Brass returned to the meeting at 6.08 pm.***5.4 MID YEAR REVIEW - 2025/26 FORECAST FINANCIAL STATEMENTS**
Responsible Executive Manager : Luke Culhane**COMMITTEE RESOLUTION****6475****Moved: Mr White****Seconded: Mr Brass****The Corporate Governance Committee notes the Mid-Year Review Report and 2025/26 Forecast Financial Statements (Attachment 1).****CARRIED****5.5 CORPORATE GOVERNANCE COMMITTEE WORK PLAN**
Responsible Executive Manager : Luke Culhane**COMMITTEE RESOLUTION****6476**

Moved: Mayor Docherty**Seconded: Mr White**

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

CARRIED

Item 6.1 was moved for consideration following Item 8.3.

7 INFORMAL ACTIONS

Nil

8 CONFIDENTIAL MATTERS

8.3 LONG-TERM FINANCIAL PLAN 2026/27

Presenter: Iolanda Calabrese, Senior Manager Financial Services

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE FOR ITEM 8.3

COMMITTEE RESOLUTION

6477**Moved: Cr Halls****Seconded: Mayor Docherty**

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:

- Chief Executive Officer;
- General Manager City Assets;
- General Manager Corporate Services;
- Senior Manager Financial Services;
- Manager Governance
- Governance Support;
- Minute Taker

in order to consider in confidence agenda item 8.3 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 discussion relates to the potential investment of Council money in new services and projects over the coming financial year.

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

CARRIED

The meeting went into confidence at 6.12 pm.

B. THE BUSINESS MATTER

Outcome: The Corporate Governance Committee was presented with the process and key assumptions to be used in the 2026/27 Long Term Financial Plan.

C. PROCEDURAL DECISION - COMMITTEE TO DECIDE HOW LONG ITEM 8.3 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION

6478

Moved: Cr Halls **Seconded:** Mayor Docherty

Pursuant to Section 91(7) of the *Local Government Act 1999*, 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 *Local Government Act 1999*:

- Presentation for Item 8.3

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 *Local Government Act 1999*.

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.

CARRIED

The meeting re-opened to the public at 6.34 pm.

8.1 CHIEF EXECUTIVE OFFICER UPDATE
Responsible Executive Manager : Sam Green

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE FOR ITEM 8.1

COMMITTEE RESOLUTION

6479

Moved: Cr Halls **Seconded:** Mr Brass

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:

- Chief Executive Officer;
- General Manager City Assets:

- General Manager Corporate Services; and
- 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 update includes information that is commercially sensitive. Public disclosure could disadvantage Council in negotiations.

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

CARRIED

The meeting went into confidence at 6.35 pm.

B. THE BUSINESS MATTER

COMMITTEE RESOLUTION

6480

Moved: Mr White

Seconded: Mayor Docherty

The Corporate Governance Committee note the organisational update provided by the Chief Executive Officer.

CARRIED

C. PROCEDURAL DECISION - COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION

6481

Moved: Mr White

Seconded: Cr Halls

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 the 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

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 *Local Government Act 1999*.

CARRIED

The meeting re-opened to the public at 6.59 pm.

6 INFORMAL DISCUSSION

6.1 CONTENT FOR CORPORATE GOVERNANCE COMMITTEE COMMUNIQUE

Presenter: Luke Culhane, General Manager Corporate Services

Outcome: The Committee provided input into the Corporate Governance Committee Communique for the February 2026 meeting.

9 CLOSURE

The meeting closed at 7.02 pm.