



# 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	Ms Bao Tram
Senior Manager Financial Services	Mrs Iolanda Calabrese
Manager Governance	Mrs Skye Nitschke
Manager, Risk & WHS	Ms Angie-Marie Ross
Senior Governance Officer	Mrs Sarah Schutz
Minute Taker	Ms Joanne Cross
ICT Support Officer	Ms Ling Yin
Representative from Galpins	Ms Janna Burnham
Representative from Bentleys	Mr David Papa

## 1.2 Apologies

Nil

### 1.3 Not Present

Nil

## 2 CONFIRMATION OF MINUTES

*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

**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.