MINUTES

of

CORPORATE GOVERNANCE COMMITTEE MEETING

Pursuant to the provisions of Section 84(1) of the Local Government Act 1999

HELD IN

COMMITTEE ROOM
PLAYFORD CIVIC CENTRE
10 PLAYFORD BOULEVARD, ELIZABETH

ON

TUESDAY, 5 MARCH 2019
AT 4:30PM

The meeting commenced at 4:30 pm.

1 ATTENDANCE RECORD

1.1 Present

PRESIDING MEMBER – MR DAMIAN PULGIES

Ms Merridie Martin Cr Jane Onuzans Mr Martin White *(from 4:33 pm)*

Also in attendance for the meeting:

Acting Chief Executive Officer	Mr Sam Green
Acting General Manager – City Services	Mr Andrew Nesbitt
Acting General Manager – Strategy & Corporate	Mr Greg Pattinson
Senior Manager - Finance	Ms Grace Pelle
Senior Manager - Corporate Services	Ms Rosemary Munslow
Acting Senior Manager – Service Improvement	Shayan De Silva
Minute Taker	Mr Owen Perry
Minute Taker Understudy	Ms Janine Harding

1.2 Apologies

Mayor Glenn Docherty

1.3 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION **3435**

Moved: **Ms Martin** **Seconded:** **Cr Onuzans**

The Minutes of the Corporate Governance Committee Meeting held 5 February 2019 be confirmed as a true and accurate record of proceedings.

CARRIED

3 DECLARATIONS OF INTEREST

Nil

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee Only

Matters delegated to the Committee.

5.1 COMMITTEE 2018 INDEPENDENT SELF ASSESSMENT ACTION PLAN

Responsible Executive Manager : Greg Pattinson

Mr Martin White entered the meeting at 4:33 pm

COMMITTEE RESOLUTION **3436**

Moved: **Ms Martin** **Seconded:** **Cr Onuzans**

That the Committee endorse the Self- Assessment Action Plans to be incorporated into the 2019 Corporate Governance Committee Work Plan.

CARRIED

Matters for Information.

5.2 RISK MANAGEMENT
Responsible Executive Manager : Greg Pattinson

COMMITTEE RESOLUTION			**3437**
Moved:	**Mr White**	**Seconded:**	**Cr Onuzans**
That the Corporate Governance Committee notes the report.			
			CARRIED

5.3 DRAFT INTERIM AUDIT MANAGEMENT LETTER
Responsible Executive Manager : Sam Green

COMMITTEE RESOLUTION			**3438**
Moved:	**Cr Onuzans**	**Seconded:**	**Ms Martin**
Committee receives the draft interim audit management letter and has provided feedback to be considered in the management response.			
			CARRIED

5.4 AUDITOR REVIEW AND EXTENSION
Responsible Executive Manager : Sam Green

COMMITTEE RESOLUTION			**3439**
Moved:	**Ms Martin**	**Seconded:**	**Mr White**
Committee receive the review of auditor performance against scope of their contract and support management's decision to extend the contract for a further year.			
			CARRIED

6 INFORMAL DISCUSSION

Nil

7 INFORMAL ACTIONS

Nil

8 COMMITTEE WORKPLAN

8.1 MONTHLY REVIEW OF COMMITTEE WORK PLAN

Presenter: Mr Greg Pattinson

Outcome: The Committee reviewed the work plan highlighting upcoming items and adjustments to scheduled work.

9 CONFIDENTIAL MATTERS

9.1 RISK ITEMS UPDATE

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

COMMITTEE RESOLUTION **3440**

Moved: Cr Onuzans **Seconded: Mr White**

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:

- **Acting Chief Executive Officer;**
- **Acting General Manager Strategy & Corporate;**
- **Acting General Manager City Services;**
- **Senior Manager Finance;**
- **Minute Taker;**

in order to consider in confidence agenda item number 9.1 under Section 90 (3) (g) of the Local Government Act 1999 on the basis that:

(g) matters that must be considered in confidence in order to ensure that the council does not breach any law, order or direction of a court or tribunal constituted by law, any duty of confidence, or other legal obligation or duty.

This matter is Confidential because Council is obligated under Public Audit Act to ensure confidentiality of information until State Government are ready to release.

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; Committee consider it necessary to consider this matter in confidence.

CARRIED

Meeting closed to the public at 6:14 pm.

B. THE BUSINESS MATTER

Presenter: Ms Grace Pelle

Outcome: the committee were provided an update on the current risk items.

C. PROCEDURAL DECISION - TO DECIDE HOW LONG ITEM 9.1 IS TO BE KEPT IN CONFIDENCE

COMMITTEE RESOLUTION **3441**

Moved: Mr White **Seconded: Ms Martin**

Pursuant to Section 90(2) and Section 91(7) of the Local Government Act 1999, the Committee orders that the following aspects of Item 9.1 be kept confidential in accordance with Committee's reasons to deal with this item in confidence pursuant to Section 90 (3) (g) of the Local Government Act 1999:

- **Report for item 9.1**
- **Presentation for Item 9.1**

This order shall operate until both items have been officially closed out and made public, 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.

CARRIED

Meeting reopened to the public at 6:54 pm.

10 CLOSURE

The meeting closed at 6:54 pm.