



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, 4 APRIL 2023
AT 5:00PM**

The meeting commenced at 5:02pm.

1 ATTENDANCE RECORD

1.1 Present

MR MARK LABAZ – PRESIDING MEMBER

Mr Peter Brass

Mayor Glenn Docherty

Cr Shirley Halls

Mr Martin White

Also in attendance for the meeting:

Chief Executive Officer

General Manager, Strategy and Corporate

General Manager, City Services

Acting Senior Manager, City and Corporate Planning

Senior Manager Assets and Delivery

Senior Manager Financial Services

Senior Manager, Organisational Development

Senior Manager Information, Technology & Governance

Mr Sam Green

Mr Dale Welsh

Ms Tina Hudson

Ms Sam Grieve

Ms Janey Mitson

Ms Natalie Caon

Ms Paula Paterson

Ms Elena Casciano

Acting Senior Manager Financial Services
Manager Risk & WHS
Risk Specialist
Internal Auditor
Minute Taker
ICT Support Officer

Ms Trisca Price
Ms Kyla Ormrod
Mr David Gustafson
Mr Ninad Sinkar
Ms Domenica Crisafi
Mr Braden Hanberger

1.2 Apologies

Nil

1.2 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

5367

Moved: Mayor Docherty

Seconded: Cr Halls

The Minutes of the Corporate Governance Committee Meeting held 7 February 2023 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 CASH HANDLING POLICY AND PROCEDURE

Responsible Executive Manager : Dale Welsh

COMMITTEE RESOLUTION

5368

Moved: Mayor Docherty

Seconded: Cr Halls

The Committee notes the updates to the Cash Handling Policy and Procedure based on the feedback received from the Committee at its meeting on 7 February 2023.

CARRIED

Mr Peter Brass arrived at 5:09pm.

Mr Martin White arrived at 5:09pm.

5.2 EXTERNAL AUDIT PLAN 2022/23**Responsible Executive Manager : Sam Green****COMMITTEE RESOLUTION****5369****Moved: Mr Brass****Seconded: Mr White**

The Corporate Governance Committee receive and endorse the 2022/23 External Audit Plan and scope.

CARRIED*Matters for Information***5.3 CORPORATE GOVERNANCE COMMITTEE WORK PLAN****Responsible Executive Manager : Dale Welsh****COMMITTEE RESOLUTION****5370****Moved: Mr White****Seconded: Mayor Docherty**

The Committee receive the 2023 Corporate Governance Committee Work Plan (Attachment 1).

CARRIED**5.4 2022/23 RISK EVALUATION ACTION PLANS****Responsible Executive Manager : Dale Welsh****COMMITTEE RESOLUTION****5371****Moved: Mr White****Seconded: Mr Brass**

That the Corporate Governance Committee receive and note the following action plans:

1. 2022/23 Risk Evaluation – WHS and Injury Management Action Plan (Attachment 2).
2. 2022/23 Risk Evaluation – Risk Management Action Plan (Attachment 3)

CARRIED**5.5 INTERNAL AUDIT STATUS UPDATE****Responsible Executive Manager : Sam Green****COMMITTEE RESOLUTION****5372****Moved: Cr Halls****Seconded: Mr White**

That the Committee receive and note the Internal Audit Status Update Report April 2023 (Attachment 1).

CARRIED

6 INFORMAL DISCUSSION

Nil

7 INFORMAL ACTIONS

Nil

8 CONFIDENTIAL MATTERS**8.1 2023/24 DRAFT ANNUAL BUSINESS PLAN AND LONG TERM FINANCIAL PLAN**

Responsible Executive Manager : Dale Welsh

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE FOR ITEM 8.1**COMMITTEE RESOLUTION****5373****Moved: Mr Brass****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:

- Chief Executive Officer;
- General Manager Strategy and Corporate;
- General Manager City Services;
- Senior Manager Financial Services;
- Senior Manager City and Corporate Planning;
- Senior Manager Information, Technology and Governance;
- Senior Manager Assets and Deliver;
- Senior Manager Organisational Development;
- Acting Senior Manager Financial Services;
- 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 2023/24 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 in this instance; consider it necessary to consider this matter in confidence.

CARRIED

The meeting went into confidence at 5.39 pm.

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

COMMITTEE RESOLUTION

5375

Moved: Mr White

Seconded: Mr Brass

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 2023/24 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, with the exception of the Minutes for Item 8.1 which can be released on 14 April 2023.

CARRIED

The meeting reopened to the public at 6:51pm.

9 CLOSURE

The meeting closed at 6:52 pm.