



# MINUTES

of

## CORPORATE GOVERNANCE COMMITTEE MEETING

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

HELD IN

**COUNCIL CHAMBERS  
PLAYFORD CIVIC CENTRE  
10 PLAYFORD BOULEVARD, ELIZABETH**

ON

**TUESDAY, 7 JULY 2020  
AT 4:30PM**

The meeting commenced at 4:30 pm.

### **1 ATTENDANCE RECORD**

#### **1.1 Present**

**PRESIDING MEMBER – MR PETER BRASS** *via zoom*

Mayor Glenn Docherty    Mr Mark Labaz *via zoom*    Cr Jane Onuzans  
Mr Martin White *via zoom*

Also in attendance for the meeting:

Chief Executive Officer  
General Manager – Strategy and Corporate  
General Manager – City Assets  
General Manager – City Services  
Senior Manager - Capital Works and Assets  
Acting Senior Manager - Major Projects  
Acting Senior Manager - Finance  
Acting Senior Manager - Corporate Services  
Manager – Governance, Risk and WHS  
Manager – Finance  
Internal Auditor  
Minute Taker  
Zoom Operator

Mr Sam Green  
Ms Grace Pelle  
Mr Simon Blom  
Ms Tina Hudson  
Mr Paul Alberton  
Mr Rino Pace  
Ms Samantha Grieve  
Mr Mike Brunings  
Ms Christie Russell  
Elise Woolcock  
Mr Ninad Sinkar  
Mr Owen Perry  
Mr Adam Cox

**1.2 Apologies**

Nil

**1.3 Not Present**

Nil

**2 CONFIRMATION OF MINUTES****COMMITTEE RESOLUTION****4108****Moved: Mr Labaz****Seconded: Cr Onuzans**

**The Minutes of the Corporate Governance Committee Meeting held 5 May 2020 be confirmed as a true and accurate record of proceedings.**

**CARRIED**

Cr Onuzans acknowledged the contribution of Mr Brass' address to the Services Committee as part of Council's Annual Business Plan public hearing.

**3 DECLARATIONS OF INTEREST**

Mr Mark Labaz declared an interest in item 8.2. Due to the confidential nature of the matter, details will be provided under confidence.

**4 DEPUTATION / REPRESENTATIONS**

Nil

## 5 STAFF REPORTS

### Matters to be considered by the Committee Only

*Matters delegated to the Committee.*

#### 5.1 ASSURANCE GAP ANALYSIS REPORT AND INTERNAL AUDIT PLAN

Responsible Executive Manager : Sam Green

##### COMMITTEE RESOLUTION

4109

Moved: Mr Labaz

Seconded: Mr White

The Committee receives the Assurance Gap Analysis report and draft Internal Audit Plan and provide the following feedback on the draft Internal Audit plan:

- bring forward treasury management
- bring forward data mining
- push grants funding to 21/22
- health check on risk management framework to 21/22

The Committee notes that assurance gaps are being actioned on identification, and they are recorded in the gap analysis report for transparency and reporting to the Committee.

CARRIED

*Matters for Information.*

#### 5.2 RISK MANAGEMENT UPDATE - JULY 2020

Responsible Executive Manager : Grace Pelle

##### COMMITTEE RESOLUTION

4110

Moved: Mr White

Seconded: Mr Labaz

That the Corporate Governance Committee receives and notes the Risk Management Review Update – July 2020.

CARRIED

#### 5.3 CHIEF EXECUTIVE OFFICER UPDATE

Responsible Executive Manager : Sam Green

##### COMMITTEE RESOLUTION

4111

Moved: Mr Labaz

Seconded: Mr White

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

CARRIED

**6 INFORMAL DISCUSSION****6.1 IMPACT OF ACCOUNTING STANDARDS FOR LEASES**

Presenter: Ms Samantha Grieve

**Outcome:** The Committee received an update on the impact of accounting standards for leases

**6.2 COVID-19 UPDATE**

Presenter: Ms Grace Pelle

**Outcome:** The Committee received an update on the impact of COVID-19 on council

**6.3 ICAC RESPONSE PROGRAM**

Presenter: Ms Grace Pelle

**Outcome:** The Committee received an update on the delivery of the ICAC response program.

**6.4 COMMITTEE WORK PLAN REVIEW**

Presenter: Ms Grace Pelle

**Outcome:** The Committee reviewed future agenda items.

**7 INFORMAL ACTIONS**

Nil

**8 CONFIDENTIAL MATTERS****8.1 CITY ASSETS - MAJOR ACTIVITIES UPDATE**

Responsible Executive Manager : Simon Blom

**A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE****COMMITTEE RESOLUTION****4112**

**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:

- Chief Executive Officer;
- General Manager Strategy and Corporate;
- General Manager City Assets;
- Acting Senior Manager Finance;
- Acting Senior Manager – Major Projects;
- Senior Manager – Capital Works & Assets;
- Minute Taker;

**- Zoom Operator;**

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 this report contains detailed costings in relation to Council's Assets, information relating to proposals from external businesses and includes references to Confidential Council resolutions.**

**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**

*The meeting moved into confidence at 5:55pm*

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

**COMMITTEE RESOLUTION**

**4114**

**Moved: Mr Brass**

**Seconded: Mr White**

**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 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 reopened to the public at 6:04pm*

**8.2 AUDIT TENDER RESULTS****Responsible Executive Manager : Grace Pelle****A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE****COMMITTEE RESOLUTION****4115****Moved: Mr White****Seconded: Cr Onuzans**

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 Assets;
- Acting Senior Manager Finance;
- Minute Taker;
- Zoom Operator;

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

- (k) tenders for the supply of goods, the provision of services or the carrying out of works.

This matter is Confidential because it relates to a tender for the supply of services to council.

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**

*The meeting moved into confidence at 6:06pm*

**C. PROCEDURAL DECISION - TO DECIDE HOW LONG ITEM 8.2 IS TO BE KEPT IN CONFIDENCE****COMMITTEE RESOLUTION****4117****Moved: Mr White****Seconded: Cr Onuzans**

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) (k) of the Local Government Act 1999:

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

This order shall operate until the successful tenderer has been notified.

**CARRIED**

*The meeting reopened to the public at 6:13pm*

*Mr Labaz returned to the meeting room at 6:13pm.*

## **9 CLOSURE**

The meeting closed at 6:14pm.