



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, 2 AUGUST 2022

AT 5:00PM

The meeting commenced at 5:01pm.

1 OPENING AND ATTENDANCE RECORD

1.1 Acknowledgement of Country

We would like to acknowledge that this land we meet on today is the traditional land of the Kaurna people, and that we respect their spiritual relationship with their country. The City of Playford would also like to pay respects to Elders past, present and emerging.

1.2 Present

MR MARK LABAZ – PRESIDING MEMBER

Mr Peter Brass *from 5:02pm* Mayor Glenn Docherty

Cr Shirley Halls *via Zoom*

Mr Martin White

Also in attendance for the meeting:

Chief Executive Officer

General Manager - Strategy and Corporate

General Manager - City Assets

Senior Manager – Information, Technology & Governance

Senior Manager - Financial Services

Mr Sam Green *via Zoom*

Mr Dale Welsh

Mr Simon Blom

Ms Elena Casciano

Ms Natalie Caon

Senior Manager – City and Corporate Planning
Senior Manager – Sport and Property
Senior Manager – Organisational Development
Internal Auditor
Acting Manager – Governance
Risk Specialist
ICT Support Officer
Minute Taker
Minute Taker
KPMG Representative
KPMG Representative

Ms Sam Grieve
Mr Paul Alberton
Ms Paula Paterson
Mr Ninad Sinkar
Ms Zoey Squires
Mr David Gustafson
Mr Braden Hanberger
Ms Skye Nitschke
Ms Domenica Crisafi
Mr Eric Beere
Mr Glen Winkler

1.3 Apologies

Nil

1.4 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

5056

Moved: Mr White Seconded: Mayor Docherty

The Minutes of the Corporate Governance Committee Meeting held 3 May 2022 be confirmed as a true and accurate record of proceedings.

CARRIED

Mr Peter Brass joined the meeting at 5:02pm.

3 DECLARATIONS OF INTEREST

Nil

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee and referred to Council

Matters which cannot be delegated to a Committee or Staff

5.1 **HARDSHIP POLICY AND PROCEDURE AND DEBT RECOVERY PROCEDURE**

Responsible Executive Manager : Dale Welsh

COMMITTEE RECOMMENDATION

5057

Moved: Mr Brass Seconded: Mr White

Council endorse the reviewed Hardship Policy (Attachment 1), Hardship Procedure (Attachment 2) and Debt Recovery Procedure (Attachment 3), noting that the next review is due in two years, and provides the following additional feedback:

COMMITTEE RESOLUTION**5061****Moved: Mr White****Seconded: Mayor Docherty**

That the Committee receive and note the BCP and DRP Internal Audit Report (Attachment 1).

CARRIED**5.6 GOVERNANCE AND DELEGATION INTERNAL AUDIT REPORT****Responsible Executive Manager : Sam Green****COMMITTEE RESOLUTION****5062****Moved: Mr Brass****Seconded: Mr White**

That the Committee receive and note the Governance and Delegations Internal Audit Report (Attachment 1).

CARRIED**5.7 RISK MANAGEMENT FRAMEWORK INTERNAL ASSURANCE REPORT****Responsible Executive Manager : Sam Green****COMMITTEE RESOLUTION****5063****Moved: Mr White****Seconded: Mr Brass**

That the Committee receive and note the Risk Management Framework Internal Assurance Report and management response (Attachment 1 and 2).

CARRIED**5.8 INTERNAL AUDIT STATUS UPDATE AND INTERNAL AUDIT PLAN****Responsible Executive Manager : Sam Green****COMMITTEE RESOLUTION****5064****Moved: Mr White****Seconded: Mr Brass**

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

2) Having considered the Internal audit plan (Attachment 2), the Committee provides the following feedback/comments:

- Include risk ratings for all audit findings for future audits**
- Link the Internal Audit Plan to the Strategic Risk Register**

CARRIED

5.9 EXTERNAL AUDIT - INTERIM REPORT**Responsible Executive Manager : Dale Welsh****COMMITTEE RESOLUTION****5065****Moved: Mayor Docherty****Seconded: Mr White**

The Corporate Governance Committee receive and note the Interim Report for the 2021/22 External Audit.

CARRIED**5.10 COMMITTEE SELF-ASSESSMENT (EXTERNAL ASSESSMENT)****Responsible Executive Manager : Dale Welsh****COMMITTEE RESOLUTION****5066****Moved: Mayor Docherty****Seconded: Mr White**

The Corporate Governance Committee receives the report and notes the process outlined for the external committee self-assessment.

CARRIED**6 INFORMAL DISCUSSION**

Nil

7 INFORMAL ACTIONS

Nil

8 CONFIDENTIAL MATTERS**8.1 CBD DEVELOPMENT UPDATE****Responsible Executive Manager : Sam Green****A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE****COMMITTEE RESOLUTION****5067****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 Assets;

The meeting was re-opened to the public at 7:02 pm

9 CLOSURE

The meeting closed at 7:02 pm.