



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, 5 AUGUST 2025
AT 5:00 PM**

The meeting commenced at 5.02 pm.

1 ATTENDANCE RECORD

1.1 Present

MR MARK LABAZ – PRESIDING MEMBER

Mr Peter Brass (from 5.11 pm)

Cr Shirley Halls

Mr Martin White

Also in attendance for the meeting:

Chief Executive Officer
General Manager, City Assets
General Manager, Corporate Services
Senior Manager Financial Services
Senior Manager Organisational Development
Manager, Risk & WHS

Mr Sam Green
Mr Dale Welsh
Mr Luke Culhane
Mr Nigel Graves
Ms Emily Byrne
Ms Angie-Marie Ross

Manager Marketing & Communications
Risk Specialist
ICT Support Officer
Senior Governance Officer
Minute Taker

Ms Shannon Siegele
Mr Steven Thomson
Ms Ling Yin
Mrs Sarah Schutz
Ms Joanne Cross

1.2 Apologies

Mayor Glenn Docherty

1.3 Not Present

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

6326

Moved: Cr Halls

Seconded: Mr White

The Minutes of the Corporate Governance Committee Meeting held 6 May 2025 be confirmed as a true and accurate record of proceedings.

CARRIED

3 DECLARATIONS OF INTEREST

Mr Sam Green declared a conflict of interest in Item 8.1 – External Audit Contract, and advised that he would leave the meeting room during consideration of that item.

4 DEPUTATION / REPRESENTATIONS

Nil

5 STAFF REPORTS

Matters to be considered by the Committee Only

Matters delegated to the Committee

5.1 REVIEW OF THE 2014 COMMERCIAL RATING STRATEGY (INCLUDING PRESENTATION)

Responsible Executive Manager : Sam Green

Mr Peter Brass entered the meeting at 5.11 pm.

COMMITTEE RESOLUTION

6327

Moved: Mr White

Seconded: Mr Brass

1. The Corporate Governance Committee receive and note the Discussion Paper - 2014 Commercial Rating Strategy (Attachment 1).

2. The Corporate Governance Committee recommends Council revoke the 2014 Commercial Rating Strategy, recognising the following tools in place that contribute to increased commercial and industrial investment, as well as employment growth:

- Incentives for commercial and industrial development
- Strategic land use planning
- Advocacy/promoting sectoral growth
- Investing in critical infrastructure
- Rating policy

CARRIED

5.2 APPOINTMENT OF PRESIDING MEMBER

Responsible Executive Manager : Luke Culhane

COMMITTEE RESOLUTION

6328

Moved: Mr White

Seconded: Mr Brass

The Committee appoint Mr Mark Labaz as Presiding Member of the Corporate Governance Committee for a period of two years commencing 4 October 2025 and concluding 4 October 2027.

If required, the Private Ballot process outlined in the Code of Practice for Council and Committee Meetings – Section 16 will be utilised to elect a Presiding Member, with the results of the ballot becoming the outcome.

CARRIED

5.3 DELEGATION TO THE CEO - CONFIDENTIAL ITEMS OF THE CORPORATE GOVERNANCE COMMITTEE

Responsible Executive Manager : Luke Culhane

COMMITTEE RESOLUTION

6329

Moved: Cr Halls

Seconded: Mr Brass

The Corporate Governance Committee delegates to the person occupying the office of the Chief Executive Officer the power pursuant to Section 91(9)(c) of the *Local Government Act 1999* to revoke in whole or in part the orders made by the Committee under Section 91(7) of the *Local Government Act 1999* for the items listed in Attachment 2.

CARRIED

*Matters for Information***5.4 CORPORATE GOVERNANCE COMMITTEE SELF-ASSESSMENT 2024/25**
Responsible Executive Manager : Luke Culhane**COMMITTEE RESOLUTION****6330****Moved: Cr Halls****Seconded: Mr Brass**

The Corporate Governance Committee receives the report and notes the process outlined for the 2024/25 Committee Self-Assessment.

CARRIED**5.5 2024-25 WHS EVALUATION ACTION PLAN AND RISK ACTION PLAN - PROGRESS UPDATE**
Responsible Executive Manager : Luke Culhane**COMMITTEE RESOLUTION****6331****Moved: Cr Halls****Seconded: Mr Brass**

The Corporate Governance Committee receive and note the progress update on the 2024-25 WHS Evaluation Action Plan (Attachment 1) and Risk Action Plan 2024-25 (Attachment 2).

CARRIED**5.6 CORPORATE GOVERNANCE COMMITTEE WORK PLAN**
Responsible Executive Manager : Luke Culhane**COMMITTEE RESOLUTION****6332****Moved: Mr Brass****Seconded: Mr White**

The Committee receive the 2025 Corporate Governance Committee Work Plan (Attachment 1).

CARRIED**7 INFORMAL ACTIONS**

Nil

8 CONFIDENTIAL MATTERS**8.1 EXTERNAL AUDIT CONTRACT****Responsible Executive Manager : Luke Culhane**

Mr Sam Green declared a conflict of interest in this matter and left the meeting room at 6.11 pm.

A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE FOR ITEM 8.1**COMMITTEE RESOLUTION****6333****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:

- General Manager City Assets;
- General Manager Corporate Services;
- Senior Manager Financial Services;
- Governance Support;
- Minute Taker;

in order to consider in confidence agenda item 8.1 under Section 90(3)(d) of the *Local Government Act 1999* on the basis that:

- (d) commercial information of a confidential nature (not being a trade secret) the disclosure of which -
- i) could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party; and
 - ii) would, on balance, be contrary to the public interest.

This matter is confidential because of a recommendation for appointment of new external auditor whilst the procurement process has not 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; the Committee consider it necessary to consider this matter in confidence.

CARRIED

The meeting went into confidence at 6.11 pm.

C. PROCEDURAL DECISION - COMMITTEE TO DECIDE HOW LONG ITEM 8.1 IS TO BE KEPT IN CONFIDENCE**COMMITTEE RESOLUTION****6335****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)(d) 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*.

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 6.24 pm.

Mr Green returned to the meeting room at 6.24 pm.

6.1 CONTENT FOR THE CORPORATE GOVERNANCE COMMITTEE COMMUNIQUE

Presenter: Luke Culhane, General Manager Corporate Services

Outcome: The Committee provided input into the Corporate Governance Committee Communique for the August 2025 meeting.

9 CLOSURE

The meeting closed at 6.30 pm.