



# 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, 7 AUGUST 2018  
AT 4:30PM**

The meeting commenced at 4:31pm.

### **1 ATTENDANCE RECORD**

#### **1.1 Present**

#### **PRESIDING MEMBER – MR DAMIAN PULGIES**

Mayor Glenn Docherty Ms Merridie Martin

Mr Martin White (from 4:32pm)

#### Also in attendance for the meeting:

Chief Executive Officer  
Deputy Chief Executive Officer  
Senior Manager - Finance  
Senior Manager - Corporate Services  
Manager - Risk and WHS  
Minute Taker

Mr Mal Hemmerling  
Mr Sam Green  
Ms Grace Pelle  
Ms Rosemary Munslow  
Ms Evelyn Alevizos  
Mr Owen Perry

**1.2 Apologies**

Cr Dino Musolino

**1.3 Not Present**

Nil

**2 CONFIRMATION OF MINUTES**

*Mr Martin White entered the meeting at 4:32pm.*

**COMMITTEE RESOLUTION****3223****Moved: Ms Martin****Seconded: Mr White**

**The Minutes of the Corporate Governance Committee Meeting held 1 May 2018 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 RISK MANAGEMENT POLICY**

**Responsible Executive Manager : Sam Green**

**COMMITTEE RESOLUTION****3224****Moved: Mr White****Seconded: Mayor Docherty**

**After consideration the following amendments be made and brought back to the Committee:**

- **Risk Management Policy Statement bring forward to beginning of the Policy;**
- **Council Members to be included in the Scope;**
- **Definitions – Consistency with the definition of Risk at 1.3;**
- **6.2 to be consistent with the Corporate Governance Committee Charter including support for Council Members; and**
- **Consideration of how the Policy will be measured for value.**

**CARRIED**

*Matters for Information.*

## **5.2 RISK REVIEW PROGRAM UPDATE**

**Responsible Executive Manager : Sam Green**

### **COMMITTEE RESOLUTION**

**3225**

**Moved: Mr White**

**Seconded: Mayor Docherty**

- 1. That the Corporate Governance Committee notes the report.**
- 2. The Risk Appetite is brought to the next Committee meeting.**

**CARRIED**

## **6 INFORMAL DISCUSSION**

### **6.1 FINANCE UPDATE**

**Presenter: Ms Grace Pelle**

**Outcome: The Committee received an update on the Long Term Financial Plan assumptions, Rating Policy changes and potential rate capping outcomes and actions.**

### **6.2 COMMITTEE SELF-ASSESSMENT (EXTERNAL ASSESSMENT)**

**Presenter: Ms Rosemary Munslow**

**Outcome: The Committee received an update on the upcoming self-assessment to be conducted by an external assessor.**

### **6.3 UPDATE ON INTERNAL CONTROLS**

**Presenter: Ms Grace Pelle**

**Outcome: Committee received an update on the Audit Action Items highlighting progress of previous audit items since 2017.**

## **7 INFORMAL ACTIONS**

**Nil**

## **8 COMMITTEE WORKPLAN**

### **8.1 MONTHLY REVIEW OF COMMITTEE WORK PLAN**

**Presenter: Mr Sam Green**

**Outcome: Committee received an update on items upcoming in future meetings.**

**9 CONFIDENTIAL MATTERS**

Nil

**10 CLOSURE**

The meeting closed at 6:34pm.

Confirmed  
02 October 2018