

## 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 DECEMBER 2021 AT 5:00PM

The meeting commenced at 5:00pm.

#### 1 ATTENDANCE RECORD

1.1 Present

MR MARK LABAZ – Presiding MemberMr Peter Brass - ZoomMayor Glenn DochertyMr Martin White - Zoom

Cr Shirley Halls

Also in attendance for the meeting:

- Chief Executive Officer General Manager - City Assets General Manager - Strategy and Corporate General Manager - City Services Senior Manager - Organisational Development Senior Governance Officer Senior Manager - Financial Services Internal Auditor Risk Officer Strategic Finance Analyst Manager – Finance Minute Taker
- Mr Sam Green Mr Simon Blom Mr Barry Porter Ms Tina Hudson Ms Paula Paterson Ms Joy O'Keefe-Craig Ms Natalie Caon Mr Ninad Sinkar Mr David Gustafson Ms Sam Grieve Ms Trisca Price Ms Kelli Strugnell

#### 1.2 Apologies

Nil

#### 1.3 Not Present

Nil

#### 2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION					
Moved:	Mr Brass	Seconded:	Mr White		
The Minutes of the Corporate Governance Committee Meeting held 5 October 2021 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 and referred to Council

Matters which cannot be delegated to a Committee or Staff.

#### 5.1 ADOPTION OF CORPORATE GOVERNANCE COMMITTEE ANNUAL REPORT 2020/21 Responsible Executive Manager : Barry Porter

COMMITTEE RECOMMENDATION 48					
Moved	1: Mr White	Seconded:	Mayor Docherty		
	il endorse the Corporate Govern the following amendments:	ance Committee	Annual Report 2020/21 (Attachment		
1.	Page 19 – Feedback of Self-Ass section reads:	sessment remove	e reference of percentages, so the		
	<b>.</b> .	•	lembers reported the functions and ter are undertaken in a suitable and		

responsibilities outlined in the Committee's Charter are undertaken in a suitable and consistent manner and overall, the Committee agreed that the external audit was undertaken appropriately.

CARRIED

#### Matters to be considered by the Committee Only

Matters for Information.

C

#### 5.2 RISK MANAGEMENT PLAN PROGRESS UPDATE Responsible Executive Manager : Barry Porter

COMMITTEE RESOLUTION					
Moved:	Mr Brass	Seconded:	Mayor Docherty		
The Committee note the update of the Risk Management Work Plan (Attachment 1).					

CARRIED

#### 5.3 CHIEF EXECUTIVE OFFICER UPDATE Responsible Executive Manager : Sam Green

COMMITTE	OMMITTEE RESOLUTION 484					
loved:	Mr White	Seconded:	Cr Halls			
	orporate Governance Comm utive Officer.	nittee note the or	ganisational update	provided by the		
				CARRIED		

#### 5.4 2022 SCHEDULE OF MEETINGS AND WORKPLAN Responsible Executive Manager : Sam Green

COMMITTE	E RESOLUTION			4842		
Moved:	Mr Brass	Seconded:	Cr Halls			
	That the Corporate Governance Committee approve the attached schedule of meeting dates and the draft work plan for 2022.					
5.5 CONTRACT MANAGEMENT INTERNAL AUDIT REPORT Responsible Executive Manager : Sam Green						
	-					
COMMITTE	E RESOLUTION			4843		
COMMITTE Moved:		Seconded:	Mr White	4843		
Moved:	Mr Brass committee receive and note					
<b>Moved:</b> That the C	Mr Brass committee receive and note					

# COMMITTEE RESOLUTION 4844 Moved: Mr White Seconded: Mayor Docherty That the Committee receive and note the Recruitment and Selection Internal Assurance Report (Attachment 1). CARRIED

#### 6 INFORMAL DISCUSSION

#### 6.1 REVIEW OF FINANCIAL SUSTAINABILITY RATIOS

Presenter: Barry Porter

Outcome: The Committee were provided with a presentation on Financial Sustainability Ratios.

#### 7 INFORMAL ACTIONS

Nil

#### 8 CONFIDENTIAL MATTERS

#### 8.1 REVALUATION ASSETS Responsible Executive Manager: Barry Porter

#### A. COMMITTEE TO MOVE MOTION TO GO INTO CONFIDENCE

**COMMITTEE RESOLUTION** 4845 Moved: Mr Brass Seconded: **Mayor Docherty** 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; - General Manager City Assets; - Executive Strategic Advisor; - Senior Manager Financial Services; - Senior Manager City and Corporate Planning; - Manager Finance; - Strategic Finance Analyst; - Governance Support; - 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 relates to investment of council money in the 2022/23 Annual Business Plan.

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 went into confidence at 6:06pm

07 December 2021

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

COMMIT	EE			RESOLUTION	4846	
Moved:	Cr Halls		Seconded:	Mayor Docherty		
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:						
- Pres - Minu	entation Ites					
Duration of Order: This order shall operate until the publication of the 2022/23 Annual Business Plan; 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						
					CARRIED	

The meeting reopened to the public at 6:57pm

#### 8.2 CBD DEVELOPMENT UPDATE PRESENTATION

This item was deferred and not discussed.

#### 9 ANY OTHER BUSINESS

The Presiding Member took a moment to acknowledge, on behalf of the Committee, Mr Barry Porter's pending retirement and thanked him for the support, wealth of knowledge and guidance he has provided the Committee, he will be missed.

As this is the final meeting for the calendar year, the Presiding Member extended his thanks to staff and committee members for the input and continued service.

#### 10 CLOSURE

The meeting closed at 6:59pm.

Confirmed..... Presiding Member 1 February 2022