



WESTERNPORT WATER BOARD MEETING OVERVIEW

27 AUGUST 2019 1.00 PM AT NEWHAVEN

Present:

Chair: Phil Clark

Directors: Joanne Pearson, Yvonne Dickson, Rueben Berg, Chris Newton, Chris Edwards

Managing Director: Peter Quigley (MD)

Also in attendance

General Manager Corporate & People (GMCP) Lisa Caldwell

General Manager Customer & Community (GMCC) Gareth Kennedy

General Manager Assets & Operations (GMAO) Paul Donohue

Acting Manager Strategy, Performance & Governance (AMSPG) Tim Scholtes

Executive Assistant (EA) Sarah Corallo

Chief Financial Officer / Manager Finance (CFO) Kathy Hawke (2.5, 3.10)

Manager People and Culture (MPC) Emma Harry (2.2, 2.3, 3.7)

Manager Asset Strategy, Planning & Performance (MASPP) Surane Gunasekera (3.11)

Manager Engineering & Construction (MEC) Chaminda Jayasena (3.12)

Senior Engineer – Engineering & Construction (SEEC), Chris Coulthurst (3.12, 5.5)

Director Apologies:

Dr. Emma Connell

BOARD ACTIONS

The Board resolved to:

- Adopt the minutes of the 25th June 2019 Board Meeting
- Approve the Draft 2018-19 Annual Report of Operations
- Adopt the 2018-19 Annual Financial Statements and Performance Report
- Approve the Board Chair, MD and CFO to sign the Certification of Performance Report, Statutory Certification covering 2018-19 Annual Financial Statements and Performance Report for inclusion in the Annual Report 2019
- Authorised the Managing Director and Board Chair to sign the Annual Certification of Treasury Compliance for lodgement with the Department of Treasury and Finance
- Authorised the Board Chair to sign the Financial Management Compliance Attestation Statement for lodgement with DELWP
- Adopt the Gifts, Benefits and Hospitality Policy (v11)
- Board approved the establishment of a second bank account for retention of current overdraft facility
- Ratified the Annual Insurance Program Renewal 2019-20
- Adopt the Cash Management Treasury & Investment Policy (v4)
- Adopt the Corporate Purchasing Card Policy (v6)
- Approve the Gate 2 Cowes WWTP Upgrade Stage 2 Business Case option 1
- Approve the Gate 4 Tender Assessment Report - Phillip Island Water Supply Security Project
- Approved the Gate 2 Cowes WWTP Land Purchase Business Case preferred option



- Adopt the Procurement Policy (v12)
- Approve the Annual Provision of Doubtful Debt 2019-20 FY
- Approve the FY 2019-20 Executive Remuneration adjustment
- Adopt the Annual Review of Asset Values
- Adopt the Annual Report of Materiality
- Adopt the Cash Management & Treasury Policy (v3)
- Approve the Gate 4 Tender Assessment Report – Provision of Plant, Equipment, Labour, Materials for Maintenance Services, Minor Capital Works and Property Service Connections

The Board noted the:

- Register Of Interests & Conflicts Of Interest
- Board & Committee Planning Calendar
- Matters Arising
- Safety Moment
- Annual 2018-19 WHS Report and July 2019 Workplace Health and Safety Report
- The completion of the WHS Improvement Plan Year 1 and progress on Development of Year 2
- 2018-19 EOFY Business Performance Report
- 2018-19 EOFY Finance Report incl. CAPEX Program
- Update from Committees
- Annual Report of the Audit and Risk Committee Chair
- Noted amendments to the notes in the Annual Financial Statements previously presented on 25 June 2019.
- Noted Organisational KPI's and Overall Business Performance Score
- Business Transformation Project Update Report and Program Management Plan for Phase One
- Gippsland Regional Water Alliance Update
- Annual PS1 Performance Update
- Noted Draft 2019-20 Social and Sustainable Procurement Strategy
- Noted Post Implementation Review – DIFI Project
- Requested further update in September Board Meeting for the San Remo Basin Update
- Noted Q4 2018-19 Contracts & Tenders Report
- Chair Update
- Director Insight From External Meetings
- Monthly Director Travel / Accommodation Expenses – June & July

Board meeting closed at 5.15pm

NEXT MEETING: 17 September 2019