

Board Meeting Agenda

Date:	23/02/2021	Time:	12.30pm-5.00pm
Location:	Level 14, 333 Collins Street, Melbourne, 3000 (Vault 1)		
Attendees:	<p>Directors: Chair: Phil Clark Directors: Rueben Berg (Deputy Chair), Leigh Berrell, Tanya Ha, Chris Newton, Joanne Pearson, Annabelle Roxon Managing Director: Peter Quigley</p> <p>Other attendees (for non In Camera or where otherwise noted): General Manager Corporate & People (GMCP), Lisa Caldwell General Manager Assets & Operations (GMAO), Paul Donohue General Manager Customer & Community (GMCC), Gareth Kennedy Manager People & Culture (MPC), Emma Harry (2.2, 6.3 – Dial in) Manager Finance (CFO), Kathy Hawke (2.4, 4.1, 4.2) Manager Engineering & Construction (MEC), Chaminda Jayasena (3.1) Senior Engineer (SE), Chris Coulthurst (3.1 – Dial in) Management Accountant, Aydan Walker (4.1 - Dial in) Essential Services Commission, Chairperson - Kate Symons and Executive Director Price Monitoring and Regulation, Marcus Crudden (4.1) Corporation Secretary (CS/MSPG), Holly Grand-Court</p>		
Apology:	Yvonne Dickson		

No.	Time	Description	Presenter
1.	12.30	Welcome Acknowledgement of Country ADMINISTRATION 1.1. Attendance / Apologies 1.2. Conflicts of Interest / Register of Interest 1.3. Board & Committee Planning Calendar 2021 1.4. Matters Arising from Prior Board and Committee Meetings 1.5. Minutes of the 15 December 2020 Board Meeting and PS1 Deep Dive Meeting – for approval 1.6. Minutes of the 15 December 2020 SSIC Meeting – for Board Information	Chair
2.	12.40	PERFORMANCE 2.1 Safety Moment – Joanne Pearson 2.2 January 2021 WHS Report	GMCP

		2.3 January 2021 Business Performance Report	GMCP
		2.4 January 2021 Finance Report	GMCP
		2.5 2019-20 ESC Water Performance Report	GMCP
		2.6 Q2 2020-21 Environmental Performance Report	GMAO
		2.7 Q2 2020-21 Quarterly ESC Outcomes Report	GMCC
3.	2.00	FOR DECISION	
		3.1 Gate 4 – CWWTP Stage 2 Tender Recommendation	GMAO
		3.2 Board and Committee Charter (V1) – Draft	GMCP
		3.3 Dispute Resolution (Board) Policy (V2) – Draft	GMCP
		3.4 Sign & Seal of Easement Creation Agreement	GMCP
4.	3.00	PRESENTATIONS AND DISCUSSIONS	
		4.1 Board Education Session #1 – PS2 PREMO Model	GMCC
		4.2 Impact Analysis on COVID-19 Opex Expenditure	GMCP
5.	3.30	COMMITTEE UPDATES AND RECOMMENDATION	
		5.1 Update from Audit and Risk Committee	
		5.2 Finance Policy & Procedure Manual (V5) - Draft (via ARC)	GMCP
		5.3 Procurement Policy (V13) – Draft (via ARC)	GMCP
		5.4 Delegation Manual Review - Draft (via ARC)	GMCP
		5.5 Crisis Emergency Management Plan (V3) – Draft (via ARC)	GMCP
		5.6 Business Continuity Plan (V3) - Draft (via ARC)	GMCP
		5.7 Internal Audit Contract – (via ARC)	GMCP
		5.8 ESC Regulatory Accounts – Director Responsibility Statement (via ARC)	GMCP
6.	4.00	FOR NOTING	
		NEW MATTERS	
		6.1 January 2021 Customer Hardship Update	GMCC
		6.2 Business Transformation Project Update	GMCC
		6.3 PEER Policy Update	GMCP
		6.4 February 2021 COVID-19 Update	GMCP
		6.5 Gas Business Exit (Verbal Update)	GMAO
7.	4.30	STANDING ITEMS	
		7.1 Q2 2020-21 Contracts and Tender Report	GMCP
		7.2 Annual Policy and Strategy Review Program	GMCP
		7.3 Government Correspondence	Chair



		7.4 Chair Update 7.5 Director Insight from External Meetings 7.6 Director Travel and Accommodation Expenses 7.7 Meeting Rating	
8.	4.50	IN CAMERA	
9.	5.00	Meeting Close	

Next Meeting: 20 April 2021