



# Board Meeting Agenda

<b>Date:</b>	13/12/2022	<b>Time:</b>	1.00pm-4.00pm
<b>Location:</b>	Westernport Water HQ Boardroom, 2-16 Boys Home Road, Newhaven		
<b>Attendees:</b>	<b>Directors:</b> Chair: Rueben Berg Directors: Annabelle Roxon (Deputy Chair), Leigh Berrell, Tanya Ha, Graham Hawke, Chris Newton, Joanne Pearson, Ishara Saldin Managing Director (MD), Dona Tantirimudalige		
	<b>Other attendees (for non In Camera or where otherwise noted):</b> General Manager Corporate & Customer (GMCC), Gareth Kennedy Acting General Manager Assets & Operations (GMAO), Chaminda Jayasena Executive Manager, Finance (CFO), Kathy Hawke Executive Manager, People & Culture (EMPCS), Emma Harry WHS Coordinator (WHSC), Kade Hammond (2.2) Manager Communications & Engagement (MCE), Geoff Russell (3.1) Acting Corporation Secretary (CS/MSPG), Tim Scholtes Climate Change & Environmental Advisor (CCEA), Meg Humphrys (4.1) GED Edge, James Clever (4.1)		
<b>Apology:</b>	Nil		

No.	Time	Description	Presenter
1.	1:00	Welcome Acknowledgement of Country  <b>ADMINISTRATION</b> 1.1. Attendance / Apologies 1.2. Conflicts of Interest / Register of Interest 1.3. Board & Committee Planning Calendar 2022 & 2023 1.4. Upcoming Community Engagement Opportunities 1.5. Matters Arising from Prior Board and Committee Meetings 1.6. Minutes of the 22 November Board Meeting - for approval 1.7. Minutes of the 21 November ARC Meeting– for information	Chair       Chair
2.	1:10	<b>PERFORMANCE</b> 2.1 Safety Moment – Gareth Kennedy 2.2 November 2022 WHS Report 2.3 November 2022 Business Performance Report (LATE) 2.4 November 2022 Finance Report	GMCC EMPCS GMCC CFO



3.	1:40	<b>FOR DECISION</b> 3.1 Sponsorship and Donation Policy (v4) – Draft 3.2 Fleet Policy (v14) – Draft 3.3 ESC Regulatory Accounts – Director Responsibility Statement 3.4 Three Year Strategic Internal Audit Plan	GMCC GMCC CFO GMCC
4.	2:10	<b>PRESENTATIONS AND DISCUSSIONS</b> 4.1 Board Education Session #16 – Compliance Responsibilities under the General Environmental Duty (GED) (20min)	CCEA / James Clever
5.	2:40	<b>COMMITTEE UPDATES AND RECOMMENDATION</b> 5.1 Update from Safety, Sustainability & Innovation Committee 5.2 Workplace Health & Safety Policy (v3) – Draft (via SSIC)	SSIC Chair
2:50 <b>AFTERNOON BREAK (10 MIN)</b>			
6.	3:00	<b>FOR NOTING</b> 6.1 November 2022 Hardship Update 6.2 Board Performance Review Actions Follow Up 6.3 Annual Policy Review Program 6.4 COVID-19 Update (Verbal)	GMCC GMCC GMCC MD
7.	3:30	<b>STANDING ITEMS</b> 7.1 Government Correspondence 7.2 Chair Update 7.3 Director Insight from External Meetings 7.4 Director Travel and Accommodation Expenses 7.5 Meeting Rating	Chair
8.		<b>IN CAMERA</b> 8.1 In Camera	
9.	4.00	<b>Meeting Close</b>	

Next Meeting: 28 February 2023