



Board Meeting Agenda

Date:	29/08/2023	Time: 9.30am – 1.30pm
Location:	Westernport Water HQ Boardroom, 2-16 Boys Home Road, Newhaven	
Attendees:	Directors: Acting Chair: Annabelle Roxon Directors: Chris Newton (Acting Deputy Chair) Leigh Berrell, Tanya Ha, Graham Hawke, Joanne Pearson, Ishara Saldin Managing Director (MD), Dona Tantirimudalige	
	Other attendees (for non In Camera or where otherwise noted): General Manager Corporate & Customer (GMCC), Gareth Kennedy General Manager Assets & Operations (GMAO), David Girdwood Executive Manager, Finance (CFO), Kathy Hawke Acting Executive Manager, People & Culture (EMPCS), Lisa Manning Acting Corporation Secretary (ACS/AMSPG), Tim Scholtes Senior Engineer, Infrastructure & Planning (SEIP), Chris Coulthurst (3.2) Acting Manager Infrastructure & Planning (AMIP), Holly Grand-Court (2.5, 3.2) Climate Change & Environment Advisor (CCEA), Melinda Glew (2.6)	
Apology:	Nil	

No.	Time	Description	Presenter
1.	9.30	WELCOME Acknowledgement of Country	Chair
		ADMINISTRATION 1.1. Attendance / Apologies 1.2. Conflicts of Interest / Register of Interest 1.3. Board & Committee Planning Calendar 2023 1.4. Upcoming Community Engagement Opportunities 1.5. Matters Arising from Prior Board and Committee Meetings 1.6. Minutes of the 20 June Board Meeting - for approval 1.7. Minutes of the 19 June ARC Meeting- for information	Chair
2.	9.45	PERFORMANCE 2.1 Safety Moment – Leigh Berrell	
		2.2 EOFY 2022-23 WHS Report	EMPCS
		2.3 EOFY 2022-23 Business Performance Report	GMCC
		2.4 EOFY 2022-23 Finance Report	CFO

Commented [TS1]: MA20

Commented [TS2R1]: @Kathy



		2.5	EOFY 2022-23 CAPEX Program Update	GMA	Commented [LS3]: MA 7
		2.6	EOFY 2022-23 Environment Performance Report	GMA	Commented [TS4R3]: @Holly
3.	10.30	FOR DECISION			
		3.1	2024 Tentative Planning Calendar	GMCC	
		3.2	San Remo Bridge Bracket Project – Variation Approval (late paper if DoT approval received, or paper for noting)	GMAO	
		3.3	Annual Board & Committee Performance Review Report	GMCC	
4	11.00	MORNING BREAK (10 MIN)			
5.	11.10	COMMITTEE UPDATES AND RECOMMENDATIONS			
		5.1	Update from Audit & Risk Committee	ARC Chair	
		5.2	Internal Audit Report – Asset Management Accountability Framework, Compliance with Standing Directions Audit (Sponsorship policy, Treasury and Purchasing Card) – via ARC		
		5.3	2022-23 Report of Operations & Financial Statements – via ARC		
		5.4	2022-23 Financial Management Compliance Framework – via ARC		
		5.5	2022-23 ARC Performance Review & Report to Board – via ARC		
6.	12.10	FOR NOTING			
		6.1	2022-23 ARC Chair Report to the Board	ARC Chair	
		6.2	2022-23 PS1 Outcomes Report (Annual Watermark)	GMCC	
		6.3	Q4 2022-23 Contracts and Tenders Report	GMCC	
		6.4	Annual Insurance Program Ratification	GMCC	
		6.5	State Purchase Contract – Electricity – Ratification	GMCC	
		6.6	2023-23 Regulated and Non-regulated Tariffs Ratification	GMCC	
		6.7	Enforceable Undertaking Over Family Violence	GMCC	
		6.8	2022-23 Statement of Obligations Compliance Statements	GMCC	
		6.9	COVID-19 Update (Verbal)	MD	
7.	12.35	STANDING ITEMS			
		7.1	Government Correspondence	Chair	
		7.1.1	Director Indemnities approved by Minister		
		7.1.2	Westernport Water's Customer Charter 2023		
		7.2	Chair Update		
		7.3	Director Insight from External Meetings		
		7.4	Director Travel and Accommodation Expenses		
		7.5	Meeting Rating		
8.	12.50	IN CAMERA			Chair



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| 9. | 1.00 | BOARD EDUCATION SESSION | GMAO |
| | | 9.1 Board Education Session #4 – Floating Wetland (followed by safety briefing and tour of Wetland) | |
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| 10. | 1.10 | MEETING CLOSE | |

Next Meeting: 26 September 2023