

Board Meeting Agenda

Date:	21/11/2023	Time: 9.30am – 1.00pm
Location:	Westernport Water HQ Boardroom, 2-16 Boys Home Road, Newhaven	
Attendees:	<p>Directors: Chair: Annabelle Roxon Directors: Chris Newton (Deputy Chair), Leigh Berrell, Tanya Ha, Graham Hawke, Joanne Pearson, Ishara Saldin, Kushal Shah Managing Director (MD), Dona Tantirimudalige</p> <p>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 Executive Manager, People & Culture (EMPCS), Fiona Blackmore Manager Engineering & Projects (MEP), Holly Grand-Court (2.5) Climate Change & Environment Advisor (CCEA), Melinda Glew (2.6) Manager Assets & Planning (MAP), Chaminda Jayasena (3.3) Lander & Rangers, Annika Anderson-Carter & Cameron Hannebery (4.1)</p>	
Apology:	Corporation Secretary (CS/MSPG), Tim Scholtes	

No.	Time	Description	Presenter
1.	9.30	WELCOME	
		Acknowledgement of Country	Chair
		ADMINISTRATION	Chair
		1.1. Welcome Kushal	
		1.2. Attendance / Apologies	
		1.3. Conflicts of Interest / Register of Interest	
		1.4. Board & Committee Planning Calendar 2023	
		1.5. Upcoming Community Engagement Opportunities	
		1.6. Matters Arising from Prior Board and Committee Meetings	
2.	9.45	PERFORMANCE	
		2.1 Safety Moment – Joanne Pearson	
		2.2 October 2023 WHS Report	EMPCS
		2.3 October 2023 Business Performance Report	GMCC
			CFO

		2.4	October 2023 Finance Report	GMAO
		2.5	Q1 Capex Program Update	GMAO
		2.6	Q1 Environment Performance Report	GMAO
3.	10.15	FOR DECISION/DISCUSSION		
		3.1	Board & Committee Charter (V4), including requested mapping	GMCC
		3.2	Annual Committee Membership Review	Chair
		3.3	King Road WWTP Effluent Pump Station Upgrade	GMAO
		3.4	Aboriginal Board Delegate Discussion	GMCC
	11.15	MORNING BREAK (10 MIN)		
4.	11.25	BOARD EDUCATION SESSION		
		4.1	Board Education Session #6 – WHS & Director Obligations (20 MINS)	Lander & Rogers
		4.2	Cultural Training Reflection	Chair
5.	12.00	COMMITTEE UPDATES AND RECOMMENDATIONS		
		5.1	Update from Audit & Risk Committee	ARC Chair
		5.2	Internal Audit Charter Review – via ARC	
		5.3	Delegations Manual (V7) – via ARC	
		5.4	Fraud & Corruption Control Plan (V4) – via ARC	
		5.5	Corporate Governance Framework (V3) – via ARC	
		5.6	2023-24 Essential Services Commission Regulatory Audit – via ARC	
6.	12.20	FOR NOTING		
		6.1	Q1 PS1 Outcomes Report	GMCC
		6.2	Q1 Contracts & Tenders Report	GMCC
		6.3	Director's Deed of Access, Indemnity and Insurance Update	GMCC
7.	12.40	STANDING ITEMS		
		7.1	Government Correspondence	Chair
		7.2	Chair Update	
		7.3	Director Insight from External Meetings	
		7.4	Director Travel and Accommodation Expenses	
		7.5	Meeting Rating and Reflections	
8.	12.50	IN CAMERA		
		8.1	In Camera	Chair
9.	1.00	MEETING CLOSE		



WESTERNPORT
WATER™

OFFICIAL

Next Meeting: 19 December 2023

Site Tour

After lunch at approx. 1.30pm, an invitation is available for Directors to do a tour of the King Road Wastewater Treatment Plant (KRWWTTP) - weather permitting.