

# BOARD SUMMARY



## FEBRUARY 2019

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### Item 1. Meeting Opening

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**Minutes of Board Meeting of the Central Highlands Region Water Corporation (CHW) held on Tuesday 26 February, 2019 at the CHW Boardroom, 7 Learmonth Road Wendouree VIC 3355 commencing at 9.00am.**

#### 1.1 Board Acknowledgment of Country

Central Highlands Water acknowledges the Traditional Owners of the land on which we meet today, the *Wadawurrung* People and pay our respects to Elders past and present and emerging.

#### 1.2 Attendance and apologies

All Directors were in attendance.

	Attended	Apology	Absent	Late Arrival	Leave of Absence
Jeremy Johnson (Chair)	✓				
Angeleen Jenkins (Deputy Chair)	✓				
Janet Dore (Director)	✓				
Stewart Howe (Director)	✓				
Rachel Thomson (Director)	✓				
Peter Le Lievre (Director)	✓				
Jodi Heath (Director)	✓				
Jim Hallam (Director)	✓				
Paul O'Donohue (Managing Director)	✓				

#### 1.3 Declaration of Directors' Interests (Noted)

#### 1.4 Directors' Safety Moment (Noted)

### Item 2. Confirmation of Minutes

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#### 2.1 Board meeting held 12 December 2018 (Confirmed)

##### a) Action Items

The Chair advised that all action items have been addressed as noted within the Board agenda.

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### Reports by Committee

#### 2.2 Sustainability Committee

Reports were received on:

1. White Swan Dam Safety Risk Review
2. Update on EPA reforms are proposed across many functional areas

#### 2.3 People Culture & Safety Committee

Updates were noted including:

1. Executive Remuneration Terms and Conditions has moved from GSERP to OPSER (Office of Public Sector Executive Remuneration)
2. Low Contractor SIFR rate was noted.
3. Upcoming EBA negotiations will commence in the 2<sup>nd</sup> half of 2019.
4. A CHW led Safety Workshop for contractors was held on Wednesday 20 February, 2019.

#### 2.4 Audit & Risk Committee

A report was received on the recent ICT Security Audit.

It was noted that investment is being made in new ICT team roles.

## Item 3: Chair & Managing Director Reports

#### 3.1 Chair's Report

The Chair's report was noted with regard to:

1. Gifts, Benefits and Hospitality response that is due on 28/2.
2. Board re-appointment process is underway and will be advertised this weekend.

The Chair acknowledged the passing of former CHW Board Member, Judith Coull and the great contribution she gave to the organisation and the community

#### 3.2 Managing Director's (MD) Reports

The MD noted:

1. The Water Resources presentation presented to the Board on 25 February
2. The 155 litres/day message, which aligns with government policy, is being updated.

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3. Health & Safety continues to be a strong focus of the business.

## Item 4: Reports for Resolution

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### 4.1 2018/19 Capital Expenditure Program – Mid Year update

All projects on target for delivery.

### 4.2 Mid-Year Financial Forecast

The ½ year (to 30/12/18) actuals and forecast to 30/6/19 show that the Annual Budget is on target.

### 4.3 Behind the meter renewable energy projects

The Board noted and agreed to the four “behind the Meter Solar installations projects that will greatly assist CHW to meet its renewable targets.

### 4.4 Policy review

Five policy updates were noted and agreed to:

- Financial Code of Practice
- Treasury Management
- Risk Management
- Crisis and Emergency Management
- Executive Remuneration

## Item 5. Reports for Discussion

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### 5.1 CHW Corporate Plan 2019-20

The timelines and deliverables for the 2019-20 were presented for discussion.

### 5.2 Occupational Health and Safety Summary

The purpose of this report was to provide the Board with an Occupational Health and Safety (OHS) performance report for the period **1 October 2018 to 31 December 2018**.

### 5.3. ESC Water Performance Summary 2017-18

Presented a summary of the key findings of the Essential Services Commission’s (ESC) Water Performance Report 2017-18 with particular regard to CHW’s performance.

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## Item 6 Reports for Noting

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### 6.1 PR18 Update

This report provided the Board with an update of progress against PR18 commitments for the first six months of the fourth regulatory period (2018-23) from 1 July to 31 December 2018. All key indicators are on target.

### 6.2 Review of DEWLP Gifts, Benefits and Hospitality Policy

This report detailed the Department of Environment, Water, Land and Planning (DEWLP) proposed changes to the model gifts and hospitality as it relates to the water industry and wider government. A further report will come to the Board.

## Item 7. Correspondence

Incoming correspondence was received.

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## Item 8. Next Meeting

**Resolved:**

**By consensus**

**That it be agreed that:**

- a) The next Board Meeting of the Corporation be held on Tuesday 28 May 2019, commencing at 9.00am at the offices of the Corporation, Learmonth Road, Wendouree.**
- b) A Board Briefing (as previously planned) will be held on March 26 commencing at 9am.**
- c) A revised Annual Board meeting calendar will be circulated ASAP**

## Item 9. Meeting Review

A review of the meeting was held.