CONFIDENTIAL ITEMS 2003 – JULY 2026

#	Date	Item Title	Confidential Order Details	Item being kept confidential - Agenda/ Attachment/ Minutes	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Last Review Date	Next Review Date	Date Released
183	5 September 2022	Summit Sport and Recreation Park Board Review	**Section 90 (3) (a) Order** 1. Pursuant to Section 90(3)(a) Pursuant to Section 90(2) of the Local Government Act 1999 the Council orders that all members of the public except Chief Executive Officer, Deputy Chief Executive Officer/General Manager Governance, Strategic Projects, Wastewater/Recycled Water, General Manager Corporate Services, General Manager Planning and Community, General Manager Infrastructure, Manager Financial Services, Manager Strategic Projects & Economic Development Manager, Risk & Governance Officer and the Minute Secretary be excluded from attendance at the meeting for Agenda Item 18.1 Summit Sport and Recreation Park Board (SSRP) Review. The Council is satisfied that pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of members of the SSRP Board, in that details of the Board Members' performance will be discussed, which are sensitive and are details only known to those who have participated in the review process. The Council is satisfied that the principle that the meeting be conducted in a place open to the	This agenda item and Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model be retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months; and Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the	The Council is satisfied that pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of members of the SSRP Board, in that details of the Board Members' performance will be discussed, which are sensitive and are details only known to those who have participated in the review process. The Council is satisfied that the principle that the meeting be conducted in a place open to the	This agenda item and Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model be retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months; and Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the council's website two weeks following the provision of this report to the SSRP Board.	7 Oct 25	Within 12 months	*Attachment 2 released on website 7 November 2022 Report and Minutes released on website 6 November 2026*

PART RELEASED

CONFIDENTIAL ITEMS 2003 – JULY 2026

#	Date	Item Title	Confidential Order Details	Item being kept confidential - Agenda/ Attachment/ Minutes	Reason regarding retention or recommend-action to release	Resolution Regarding Action	Last Review Date	Next Review Date	Date Released
			public has been outweighed in the circumstances because of details of the Board Members' performance. <u>Pursuant to Section 91(7)</u> That having considered Agenda Item 18.1 Summit Sport and Recreation Park Board (SSRP) Review in confidence under 90(2) and 3(a) of the Local Government Act 1999, the Council pursuant to Section 91(7) of the Act orders that: a) this agenda item and Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model be retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months; and b) Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the council's website two weeks following the provision of this report to the SSRP Board.	council's website two weeks following the provision of this report to the SSRP Board.	public has been outweighed in the circumstances because of details of the Board Members' performance.				

PART RELEASED

18. CONFIDENTIAL REPORTS

18.1 REPORT TITLE: CONFIDENTIAL REPORT - SUMMIT SPORT AND RECREATION PARK BOARD REVIEW

DATE OF MEETING: 5 SEPTEMBER 2022

FILE NUMBER: DOC/22/104029

ATTACHMENTS: 1 – doc/22/110197 – CONFIDENTIAL – ISC SUMMIT SPORT AND RECREATION PARK BOARD TWO YEAR REVIEW OF BOARD, GOVERNANCE AND OPERATING MODEL
2 – doc/22/110199 – PUBLIC VERSION - ISC SUMMIT SPORT AND RECREATION PARK BOARD TWO YEAR REVIEW OF BOARD, GOVERNANCE AND OPERATING MODEL

Key Contact **Ros McDougall, Risk & Governance Officer – Projects**

Manager/Sponsor **Brian Clancey, Deputy CEO/General Manager – Governance, Strategic Projects and Wastewater/Recycled Water**

Community Plan 2020-2035:
Community Wellbeing

CW Goal 1 Activity and movement
Physical and mental health and wellbeing is supported by opportunities to access parks and natural areas, quality open space and recreation and sporting facilities.

Annual Business Plan:
Three Summit Sport and Recreation Park projects have been included in the 2022/23 Annual Business Plan:
- Link Road project
- Interchange shelters for the oval
- Overflow carparking

Purpose:
To provide the International Sports Care (ISC) report into the two year review of the Summit Sport and Recreation Park Board.

Summary – Key Issues:
- ISC have completed a 2 year review into the SSRP Board.
- The ISC report includes a number of recommendations.

PART CONFIDENTIAL RELEASED

Return to Order of Business

- As the SSRP Board has not yet been provided with a copy of the ISC report, this is recommended prior to Council taking any further action.

Recommendation:

Section 90 (3) (a) Order

1. Pursuant to Section 90(3)(a)
   Pursuant to Section 90(2) of the Local Government Act 1999 the Council orders that all members of the public except Chief Executive Officer, Deputy Chief Executive Officer/General Manager Governance, Strategic Projects, Wastewater/Recycled Water, General Manager Corporate Services, General Manager Planning and Community, Executive Manager to the Chief Executive Officer, General Manager Infrastructure, and the Minute Secretary be excluded from attendance at the meeting for Agenda Item 18.1 Summit Sport and Recreation Park Board (SSRP) Review.

   The Council is satisfied that pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of members of the SSRP Board, in that details of the Board Members' performance will be discussed, which are sensitive and are details only known to those who have participated in the review process.

   The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because of details of the Board Members' performance.

2. That Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be forwarded to the Summit Sport and Recreation Board on a confidential basis to provide the SSRP Board with an opportunity to provide feedback for consideration in confidence at a future council meeting.

   That Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the council's website two weeks following the provision of this report to the SSRP Board (with a request that the Board provide the report to the members of the Board's sub-committee) and that the report be accompanied by a brief outline from council of the proposed process regarding decision making on the recommendations contained in the report.

PART REVERSED
CONFIDENTIAL

Return to Order of Business

Section 91(7) Order

3. Pursuant to Section 91(7)
That having considered Agenda Item 18.1 Summit Sport and Recreation Park Board (SSRP) Review in confidence under 90(2) and 3(a) of the Local Government Act 1999, the Council pursuant to Section 91(7) of the Act orders that:
   a) this agenda item and Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model be retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months; and
   b) Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the council's website two weeks following the provision of this report to the SSRP Board .

Background:

1. The Council appointed members to the Summit Sport and Recreation Park (SSRP) Board ("the Board") at its meeting on January 2020.
2. The Terms of Reference for the Board were approved on 2 September 2019 and amended on 5 July 2021.
3. The Board's Terms of Reference require:
A review by an independent consultant appointed by Council, after 2 years of the Board being operational and again at 5 years. This review will consider governance arrangements, management agreements, financial and operational aspects including the coordination and management of facilities.
4. International Sports Care Pty Ltd (ISC) were appointed by Council to undertake this review.
5. Two versions of the report have been provided – a confidential version intended for the Council initially and subsequently the Board, and a public version that can be released soon after it has been provided to the Board and in turn the Board has provided it (the public version) to the members of the Board's sub-committee.

Discussion:

6. As part of the development of the report, ISC consulted with the Board and Executive Officer to the Board, separately and as a group, the sub-committee members, the Corporate Governance Group, the Council Members and collectively the Board and the Council Members. The consultation was via a self-assessment, one on one interviews and workshops.

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CONFIDENTIAL

Return to Order of Business

7. Materials provided for review included Board and Sub-Committee terms of reference, minutes and agendas, Council's Annual Business Plan and strategic plan, plus the original Business Strategy for the facility.
8. The report found that the Board has performed satisfactorily over the last 2 years.
9. The recommendations involve considerations of :
   - additional Board member;
   - broader scope of responsibility for the Board;
   - revising the Board's terms of reference and meeting procedures;
   - the budget;
   - presenting the Board's annual business plan to Council ;
   - consideration of future transitioning to a Section 42 subsidiary;
   - alignment of the Board's annual business plan to that of Council; and
   - improving relationships with stakeholders.
10. Given the Board has not yet been provided with an opportunity to provide feedback on the report, this is recommended as the first step. Council can then consider that feedback and next steps.
11. As one of the recommendations in the report directly impacts the Board's sub-committee, it is recommended that the Board be requested to provide the sub-committee with the public version of the report.
12. As indicated in the recommendations, the public version report would be accompanied by a brief outline from council of the proposed process regarding decision making on the recommendations contained in the report so as to provide clarity as to the status of the report.

Community Engagement:

Informing only	The community will be informed via the public version (attached) report which is recommended to be a public document on Council's website after it has firstly been provided to the Board and sub-committee.

Policy:
N/A

Long Term Financial Plan:
Any proposed changes would need to be incorporated into the revised Long Term Financial Plan.

Budget:

The cost to prepare the confidential report was $15,000 with an additional cost to also provide a public version to be advised.

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Return to Order of Business

Statutory/Legal:
The Board is a Committee of Council under S41 of the Local Government Act 1999. Both the Board and Sub-Committee have Terms of Reference.

Staff Resource Requirements:
An executive officer has been appointed to assist the Board.

Environmental:
N/A

Social:
A review of the Board ensures that any issues identified that may impact the provision of this facility are addressed.

Risk Assessment:
There is a risk that the recommendations may not be completed by the intended timeframe.

Asset Management:
The Board's meetings include consideration of the assets on the site.

Conclusion:
The confidential report should be forwarded to the SSRP Board on a confidential basis for feedback.

Previous Decisions By/Information Reports to Council - NIL

PART CONFIDENTIAL
RELEASED

Return to Order of Business

PART RELEASED

18. CONFIDENTIAL REPORTS

18.1	**REPORT TITLE:**	**CONFIDENTIAL REPORT - SUMMIT SPORT AND RECREATION PARK BOARD REVIEW**
	DATE OF MEETING:	**5 SEPTEMBER 2022**
	FILE NUMBER:	**DOC/22/104029**
	ATTACHMENTS:	**1 – doc/22/110197 – CONFIDENTIAL – ISC SUMMIT SPORT AND RECREATION PARK BOARD TWO YEAR REVIEW OF BOARD, GOVERNANCE AND OPERATING MODEL** **2 – doc/22/110199 – PUBLIC VERSION - ISC SUMMIT SPORT AND RECREATION PARK BOARD TWO YEAR REVIEW OF BOARD, GOVERNANCE AND OPERATING MODEL**

Moved Councillor Jones that Council:

Section 90 (3) (a) Order

1. Pursuant to Section 90(3)(a)
Pursuant to Section 90(2) of the Local Government Act 1999 the Council orders that all members of the public except Chief Executive Officer, Deputy Chief Executive Officer/General Manager Governance, Strategic Projects, Wastewater/Recycled Water, General Manager Corporate Services, General Manager Planning and Community, General Manager Infrastructure, Manager Financial Services, Manager Strategic Projects & Economic Development Manager, Risk & Governance Officer and the Minute Secretary be excluded from attendance at the meeting for Agenda Item 18.1 Summit Sport and Recreation Park Board (SSRP) Review.

The Council is satisfied that pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda item is information the disclosure of which would involve the unreasonable disclosure of information concerning the personal affairs of members of the SSRP Board, in that details of the Board Members' performance will be discussed, which are sensitive and are details only known to those who have participated in the review process.

The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because of details of the Board Members' performance.

Seconded Councillor Bailey CARRIED
OM20220905.29

Moved Councillor Minett:

2. That Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be forwarded to the Summit Sport and Recreation Board on a confidential basis to provide the SSRP Board with an opportunity to provide feedback for consideration in confidence at a future council meeting.

That Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the council's website two weeks following the provision of this report to the SSRP Board (with a request that the Board provide the report to the members of the Board's sub-committee) and that the report be accompanied by a brief outline from council of the proposed process regarding decision making on the recommendations contained in the report.

PART RELEASED

Seconded Councillor Jones CARRIED
OM20220905.30

Moved Councillor Westwood:

Section 91(7) Order

3. Pursuant to Section 91(7)
That having considered Agenda Item 18.1 Summit Sport and Recreation Park Board (SSRP) Review in confidence under 90(2) and 3(a) of the Local Government Act 1999, the Council pursuant to Section 91(7) of the Act orders that:
   a) this agenda item and Attachment 1 Confidential – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model be retained in confidence until 5 September 2024 or such lesser period as may be determined by the Chief Executive Officer and that this order be reviewed every 12 months; and
   b) Attachment 2 Public Version – ISC Summit Sport and Recreation Park Board Two Year Review of the Board, Governance and Operating Model, be made publicly available via the council's website two weeks following the provision of this report to the SSRP Board.

Seconded Councillor Seager CARRIED
OM20220905.31

PART RELEASED