

**MINUTES OF THE GOVERNANCE AND POLICY COMMITTEE MEETING  
OF THE CITY OF TEA TREE GULLY  
HELD ON WEDNESDAY 15 DECEMBER 2021 AT 6.32 PM  
IN THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY**

**1. Opening and Welcome**

**2. Attendance Record:**

**2.1 Present – Physical Attendance**

Crs D Wyld (*Presiding Member*), L Petrie, P Field (*entered at 6.37 pm*) and R Unger.

**2.2 Apologies**

Crs J Lintvelt and L Jones.

**2.3 Record of Officers in Physical Attendance onsite**

Mr J Moyle	Chief Executive Officer
Mr R McMahon	Director Organisation Services & Excellence
Mrs C Neil	Director Community & Cultural Development
Mr G D'Aloia	Acting Director Assets & Environment
Ms I Cooper	Manager Governance & Policy
Mrs D Taglierini	Governance Advisor
Ms L Watson	Community Safety Leader

**2.4 Record of Number of Persons in the Public Gallery**

Nil

**2.5 Record of Media in attendance**

Nil

**3. Confirmation of Minutes to the Previous Meeting**

Moved Cr Unger, Seconded Cr Petrie

That the Minutes of the Governance and Policy Committee held on 20 October 2021 be confirmed as a true and accurate record of proceedings.

**Carried Unanimously (145)**

**4. Public Forum - Nil**

**5. Deputations - Nil**

**6. Presentations - Nil**

**7. Petitions - Nil**

**8. Declarations of Conflicts of Interest - Nil**

**9. Adjourned Business - Nil**

**10. Motions Lying on the Table - Nil**

**11. Management Reports**

**Office of the Chief Executive Officer - Nil**

**Assets & Environment - Nil**

**Organisational Services & Excellence - Nil**

**Community & Cultural Development - Nil**

## **12. Returned Policies**

### **12.1 Use of a Road for Business Purposes Policy (D21/86714)**

*During the discussion, Cr Field entered the meeting at 6.37pm.*

Moved Cr Unger, Seconded Cr Petrie

That the “Use of a Road for Business Purposes Policy” as reviewed by the Governance and Policy Committee on 15 December 2021 be adopted.

**Carried Unanimously (146)**

## **13. First Discussion of Policies**

### **13.1 Code of Practice for Meeting Procedures (D21/86915)**

Moved Cr Field, Seconded Cr Petrie

That the Governance and Policy Committee recommends to Council:

That the “Code of Practice for Meeting Procedures” as reviewed by the Governance and Policy Committee on 15 December 2021 be adopted as amended and that any corresponding changes be reflected in the Petitions Management Policy.

**Carried Unanimously (147)**

### **13.2 Code of Practice - Access to Council and Committee Meetings and Documents (D21/86938)**

Moved Cr Field, Seconded Cr Petrie

That the Governance and Policy Committee recommends to Council:

That the “Code of Practice - Access to Council and Committee Meetings and Documents” as reviewed by the Governance and Policy Committee on 15 December 2021 be adopted.

**Carried Unanimously (148)**

**13.3 Process for Handling Code of Conduct Complaints against Council Members (D21/88279)**

*During the discussion,*

- *Cr Field left the meeting at 8.20pm and re-entered the meeting at 8.25pm*
- *Cr Unger left the meeting at 8.31pm and re-entered the meeting at 8.34pm*
- *Cr Field left the meeting at 9.21pm and re-entered the meeting at 9.26pm.*

Moved Cr Field, Seconded Cr Petrie

That the “Process for Handling Code of Conduct Complaints against Council Members” as reviewed by the Governance and Policy Committee on 15 December 2021 be returned to the “Governance and Policy Committee” for consideration.

**Carried Unanimously (149)**

**13.4 Internal Review of Council Decisions Policy (D21/90688)**

Moved Cr Field, Seconded Cr Unger

That the Governance and Policy Committee recommends to Council:

That the “Internal Review of Council Decisions Policy” as reviewed by the Governance and Policy Committee on 15 December 2021 be adopted.

**Carried Unanimously (150)**

**13.5 Register of Interests Policy (D21/103119)**

Moved Cr Unger, Seconded Cr Petrie

That the Governance and Policy Committee recommends to Council:

That the “Register of Interests Policy” as reviewed by the Governance and Policy Committee on 15 December 2021 be adopted.

**Carried Unanimously (151)**

**14. Notice(s) of Motions - Nil**

**15. Motion(s) without Notice - Nil**

**16. Question(s) on Notice - Nil**

**17. Question(s) without Notice - Nil**

**18. Status Report on Resolutions**

**18.1 Status Report on Governance and Policy Committee Resolutions (D21/91266)**

The Committee received the Status Report on Committee Resolutions.

**19. Other Business - Nil**

**20. Section 90(2) Local Government Act 1999 – Confidential Items- Nil**

A record must be kept on the grounds that this decision is made

**21. Date of Next Meeting**

16 February 2022

The Presiding Member declared the meeting closed at 9.49pm

Confirmed.....  
Presiding Member 16 February 2022