

**MINUTES OF THE
POLICY AND STRATEGIC DEVELOPMENT COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY
HELD ON WEDNESDAY 16 JUNE 2021 AT 6.30PM 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 Jones (*entered a 6.48pm*), A Schlueter, L Petrie, J Lintvelt, P Field and R Unger.

2.2 Apologies

Nil

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 T Harfield	Director Assets & Environment
Mrs D Taglierini	Governance Advisor
Ms E Graves	Manager Customer and Communications
Ms C Leversedge	Manager Community Development and Engagement
Mr G D'Aloia	Manager Civil Assets
Ms J Short	Manager Organisational Development

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 Policy and Strategic Development Committee held on 21 April 2021 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (118)

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

11.1 Policy and Strategic Development Committee – Self Assessment and Terms of Reference Review (D21/23844)

Moved Cr Petrie, Seconded Cr Field

That the Policy and Strategic Development Committee recommends to Council:

That having considered the report titled “Policy and Strategic Development Committee – Self Assessment and Terms of Reference Review” and dated 16 June 2021, Council:

1. Notes the outcomes of the review of the Policy and Strategic Development Committee including the self-assessment results provided in Attachment 2 and as outlined in the report.
2. Adopts the reviewed Terms of Reference as provided in Attachment 3 of the report.
3. Amends the name of the Committee from “Policy and Strategic Development Committee” to “Governance and Policy Committee” to better reflect the revised terms of reference and the terms of reference be updated accordingly to reflect this decision.

4. In exercise of the power contained in section 44 of the *Local Government Act 1999* the powers and functions under the following Acts and specified in the proposed Instruments of Delegation contained in Attachment 4 of the abovementioned report are hereby delegated from 22 June 2021, to the Policy Committee except where otherwise indicated in the Attachment, subject to the conditions and/or limitations specified herein or in the Schedule of Conditions in the following proposed Instrument of Delegation for the Local Government Act 1999.

Carried Unanimously (119)

11.2 Consideration of Deputy Mayoral Robe and Chain / Medallion (D21/37291)

Cr Jones entered the meeting at 6.48pm.

Purchase a Deputy Mayor Robe and Chains / Medallion

Moved Cr Petrie, Seconded Cr Schlueter

That having considered the report titled "Consideration of Deputy Mayoral Robe and Chain / Medallion" and dated 16 June 2021, the Policy and Strategic Development Committee acting on Council's delegation:

1. Authorises Chief Executive Officer to purchase an appropriate Deputy Mayoral robes and /or medallion with a collaret (or similar) in consultation with the Deputy Mayor within the following approximate price range:
 - a. Robes \$... to \$...
 - b. Chain / Medallion \$... to \$...
2. Authorises the Chief Executive Officer to update the Elected Member Support Policy to include the provision and access to Deputy Mayoral robes and/or chain/medallion.

Lost

No further action to be taken

Moved Cr Unger, Seconded Cr Field

That having considered the report titled "Consideration of Deputy Mayoral Robe and Chain / Medallion" and dated 16 June 2021 and taking in consideration the resolution number 877 of Council dated 25 May 2021, the Policy and Strategic Development Committee considers that no further action should be taken on the basis that the Deputy Mayor has been provided access to the existing ceremonial chain/medallion for official functions and duties in the absence of the mayor.

Carried (120)

Community & Cultural Development - Nil

12. Returned Policies - Nil

13. First Discussion of Policies

13.1 Media Policy (D21/28139)

Moved Cr Field, Seconded Cr Schlueter

That the Policy and Strategic Development Committee recommends to Council:

That the "Media Policy" as reviewed by the Policy and Strategic Development Committee on 16 June 2021 be adopted.

Carried Unanimously (121)

13.2 Community Transport Charter Policy (D20/99361)

Moved Cr Field, Seconded Cr Petrie

That the Policy and Strategic Development Committee recommends to Council:

That the "Community Transport Charter Policy" as reviewed by the Policy and Strategic Development Committee on 16 June 2021 be adopted.

Carried Unanimously (122)

13.3 Road Alteration or Encroachment Policy (D21/28428)

Moved Cr Petrie, Seconded Cr Schlueter

That the "Road Alteration or Encroachment Policy" as reviewed by the Policy and Strategic Development Committee on 16 June 2021 be adopted as amended.

Carried Unanimously (123)

13.4 Private Use of Council Vehicles Policy (D21/16493)

Moved Cr Field, Seconded Cr Schlueter

That the Policy and Strategic Development Committee recommends to Council:

That the "Private Use of Council Vehicles Policy" as reviewed by the Policy and Strategic Development Committee on 16 June 2021 be adopted.

Carried Unanimously (124)

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 Committee Resolutions (D21/41041)

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

18 August 2021

The Presiding Member declared the meeting closed at 8.13pm.

Confirmed.....
Presiding Member 18 August 2021