

**MINUTES OF THE
POLICY AND STRATEGIC DEVELOPMENT COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY
HELD ON WEDNESDAY 17 FEBRUARY 2021 AT 6.37 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 Jones (*entered at 7.22 pm*), 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
Mrs C Neil	Director Community & Cultural Development
Mr T Harfield	Director Assets & Environment
Mrs D Taglierini	Governance Advisor
Mrs F Birch	Manager Recreation, Leisure & Community Safety
Mr M Burke	Manager Building, Assets & Environment
Ms C Leversedge	Manager Community Development and Engagement
Mr M Taylor	Team Leader Community Prosperity

2.4 Record of Number of Persons in the Public Gallery

1 Attendee

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 30 November 2020 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (102)

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

11.1 Feedback sought on LGA Discussion Paper - Electronic Attendance at Council Meetings and Informal Gatherings (D21/4522)

During the discussion,

- *Cr Jones entered the meeting at 7.22pm*
- *Cr Field left the meeting at 7.57pm*

Moved Cr Lintvelt, Seconded Cr Petrie

That Policy and Strategic Development Committee recommends to Council:

That Council provides feedback to the Local Government Association of SA as outlined in the report titled "Feedback sought on LGA Discussion Paper – Electronic Attendance at Council Meetings and Informal Gatherings" and dated 17 February 2021 subject to the following changes:

- Item 1 – Box/point 2 being amended to:
"Attendance in person is recommended and preferred and only in exceptional circumstances should members attend remotely with pre-approval of the Presiding Member.

The member should only attend remotely if they can fully participate in the meeting and have suitable technology to support this.

This should not be used for avoidance of physical attendance at meetings and convenience reasons."

- Item 1 - Box/point 3 being amended to:
“The ability for refusal by the Presiding Member in accordance with criteria and that in the event of refusal by the Presiding Member, the meeting may overrule the decision.”
- Item 1 – Box/point 4 be removed.

Carried Unanimously (103)

Cr Field was not present for the vote.

Assets & Environment - Nil

Organisational Services & Excellence - Nil

Community & Cultural Development - Nil

12. Returned Policies

12.1 Signage and Entrance Statement Policy (D20/106812)

During the discussion,

- *Cr Field re-entered the meeting at 8.00pm*
- *Cr Schlueter left the meeting at 8.12pm and re-entered the meeting at 8.16pm*
- *Cr Jones left the meeting at 8.19pm and re-entered the meeting at 8.20pm.*

Moved Cr Jones, Seconded Cr Field

That the Policy and Strategic Development Committee recommends to Council:

That the “Signage and Entrance Statement Policy” as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be provided to Council for consideration with the two options for consideration by Council including the Entrance Statement Hierarchy option.

Carried (104)

13. First Discussion of Policies

13.1 Drone Policy (D20/105255)

During the discussion, Cr Field left the meeting at 9.17pm and re-entered the meeting at 9.25pm.

Moved Cr Field, Seconded Cr Petrie

That the Policy and Strategic Development Committee recommends to Council:

That the “Drone Policy” as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted as amended.

Carried Unanimously (105)

13.2 Volunteer Management Policy (D21/8478)

Moved Cr Petrie, Seconded Cr Field

That the “Volunteer Management Policy ” as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted.

Carried Unanimously (106)

13.3 Little Libraries Policy (D21/6924)

During the discussion,

- *Cr Unger left the meeting at 10.06pm and re-entered the meeting at 10.08pm*
- *Cr Jones left the meeting at 10.08pm and re-entered the meeting at 10.13pm.*

Moved Cr Field, Seconded Cr Schlueter

That the Policy and Strategic Development Committee recommends to Council:

That the “Little Libraries Policy” as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted.

Leave of the meeting was sought with the consent of the mover and seconder to vary the motion to include a dot point “That staff be requested to consider a community pantry policy position after consideration of similar arrangements at other councils.” Leave was granted.

Motion as varied

1. That staff be requested to consider a community pantry policy position after consideration of similar arrangements at other councils.
2. That the Policy and Strategic Development Committee recommends to Council:

That the "Little Libraries Policy" as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted.

Carried Unanimously (107)

13.4 Recruitment For Council Committees Policy (D20/98832)

Moved Cr Schlueter, Seconded Cr Field

That the "Recruitment For Council Committees Policy" as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted.

Carried Unanimously (108)

13.5 Caretaker Policy (D20/81112)

Moved Cr Field, Seconded Cr Jones

That the "Caretaker Policy" as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted as amended.

Carried Unanimously (109)

13.6 Code of Practice for Meeting Procedures (D21/2757)

During the discussion,

- *Cr Field left the meeting at 10.50pm and re-entered the meeting at 10.51pm.*
- *Cr Schlueter left the meeting at 11.49pm and re-entered the meeting at 11.51pm.*

Moved Cr Petrie, Seconded Cr Schlueter

That the Policy and Strategic Development Committee recommends to Council:

That the "Code of Practice for Meeting Procedures" as reviewed by the Policy and Strategic Development Committee on 17 February 2021 be adopted as amended.

Carried Unanimously (110)

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 (D21/4535)

The Committee received the Status Report on Committee Resolutions.

19. Other Business

Mr John Moyle, CEO advised that as a part of good governance a self-assessment and review of the Terms of Reference will be undertaken and subsequently a report will be provided to the Committee.

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

21. Date of Next Meeting

21 April 2021

The Presiding Member declared the meeting closed at 11.58pm.

Confirmed.....
Presiding Member 21 April 2021