

**MINUTES OF THE SERVICE REVIEWS COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY
HELD ON WEDNESDAY 7 APRIL 2021 AT 6.35PM IN THE CIVIC
CENTRE, 571 MONTAGUE ROAD, MODBURY**

1. Opening and Welcome

Cr Schlueter read the Acknowledgement of Country Statement.

2. Attendance Record:

2.1 Present – Physical Attendance

Crs R Unger (*Presiding Member*), B Rankine, J Lintvelt, L Petrie, A Schlueter and P Field (entered at 6.37pm).

2.2 Apologies

Cr L Jones

2.3 Record of Officers in Physical Attendance onsite

Mr R McMahon	Acting Chief Executive Officer
Ms J Short	Acting Director Organisation Services & Excellence
Mrs C Neil	Director Community & Cultural Development
Mr T Harfield	Director Assets & Environment
Ms I Cooper	Manager Governance & Policy
Ms C Leversedge	Manager Community Development & Engagement

Record of Officers in Attendance via Electronic Means (audio-visual link)

Nil

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 Petrie, Seconded Cr Rankine

That the Minutes of the Service Reviews Committee Meeting held on 2 December 2020 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (1)

Cr Field entered the meeting at 6.37pm.

4. Public Forum - Nil

5. Deputations - Nil

6. Presentations

6.1 Service Reviews - Project Management Update (D21/23599)

Ms Julie Short, Acting Director Organisational Services and Excellence and Mr Ryan McMahon, Acting Chief Executive Officer provided a Project Management Update.

6.2 Organisation Structure (D21/23429)

Mr Ryan McMahon, Acting Chief Executive Officer presented on the updated Organisation Structure.

6.3 Arts and Culture Review - Interim Findings (D21/23441)

Ms Carla Leversedge, Manager Community Development & Engagement and Mrs Carol Neil, Director Community & Cultural Development provided an update on the interim findings of the Arts and Culture Review.

6.4 After Hours Call Out - Review of Findings (D21/23263)

Ms Julie Short, Acting Director, Organisational Services and Excellence and Mr Ryan McMahon, Acting Chief Executive Officer provided a presentation on the Review of the after-hours call-out function.

6.5 Fleet Management - Recent Reviews (D21/21709)

Dewald Hartszenberg, Operations and Fleet Coordinator provided a presentation on recent changes to management, usage and strategy for Council's fleet.

7. Petitions - Nil

8. Declaration of Conflicts of Interests – 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 Services Reviews Project Management Update (D21/23290)

Moved Cr Lintvelt, Seconded Cr Field

That having considered the report titled "Services Reviews Project Management Update" dated 7 April 2020 the Service Review Committee:

- notes the progress of the Service Reviews outlined in the report and
- supports the proposed Service Reviews program governance, purpose and outcomes as provided for in Attachments 1 and 2 to this report, noting amendments will be made to meet organisational requirements.

Carried Unanimously (2)

Community & Cultural Development - Nil

12. Notice(s) of Motions - Nil

13. Motions without Notice - Nil

14. Questions on Notice - Nil

15. Questions without Notice - Nil

16. Information Reports - Nil

17. Status Report on Council and Committee Resolutions - Nil

18. Other Business - Nil

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

20. Date of Next Ordinary Meeting

2 June 2021

The Presiding Member declared the meeting closed at 8.28 pm.

Confirmed.....
Presiding Member 2 June 2021