

MINUTES OF THE SERVICE REVIEWS COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY
HELD ON WEDNESDAY 2 FEBRUARY 2022 AT 6.30PM
IN THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY

1. Opening and Welcome

Cr Petrie read the Acknowledgement of Country Statement.

2. Attendance Record:

2.1 Present – Physical Attendance

Crs R Unger (*Presiding Member*), B Rankine (*entered at 6.40pm*), L Petrie and P Field.

2.2 Apologies

Cr J Lintvelt

2.3 Record of Officers in Physical Attendance onsite

Mr R McMahon	Director Organisation Services & Excellence
Mr T Harfield	Director Assets & Environment
Ms I Cooper	Manager Governance & Policy
Ms J Short	Manager Organisational Development
Mr A Sellars	Manager Parks
Mr A Kelly	Group Coordinator Civil & Buildings Projects
Mr W Richards	Manager IT Solutions
Mr S Howarth	Fire Prevention and Asset Protection Officer

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

Nil

2.4 Record of Number of Persons in the Public Gallery

2 Attendees

2.5 Record of Media in Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Cr Petrie, Seconded Cr Field

That the Minutes of the Service Reviews Committee Meeting held on 1 December 2021 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (13)

4. Public Forum - Nil

5. Deputations - Nil

6. Presentations

6.1 Damage to Council Infrastructure - update on trial. (D21/95125)

Mr Adam Kelly, Council's Group Coordinator Civil & Buildings Projects, discussed the outcomes of the Damage to Council Infrastructure trial period as an introduction to an agenda item provided by a report. Mr Adam Kelly and Mr Scott Howarth, Council's Fire Prevention and Asset Protection Officer provided some verbal case example(s) of interactions and outcomes associated with the trial and dealings with builders.

During the presentation, Cr Rankine entered the meeting at 6.40pm.

Leave of the meeting was sought to allow for members in the public gallery to ask questions of the presenter. Leave of the meeting was granted.

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

11.1 Damage to Infrastructure caused by developers and builders (D22/3136)

Moved Cr Petrie, Seconded Cr Field

That the Service Reviews Committee, having considered the report titled **“Damage to Infrastructure caused by Developers and Builders”** and dated 2 February 2022, recommends to Council:

1. That Council provides a future service for the ongoing condition assessment and follow up of damage to Council infrastructure (subject to the extent of allocated resources) prior to, during and after construction activities relating to approved developments and permits.
2. That Council through its Governance and Policy Committee develops a suitable policy that reflects the intended approach for Council to mitigate the level of risk to its infrastructure arising from construction activities on public land.

Carried Unanimously (14)

11.2 Horticulture Verge Maintenance Services - Service Review Project Scope (D22/4983)

Moved Cr Field, Seconded Cr Petrie

That having considered the report titled “Horticulture Verge Maintenance Services - Service Review Project Scope” and dated 2 February 2022 that the Services Review Committee approves the Project Scope as detailed in Attachment 2 of the report, with the following changes:

- **Deleting from section 1.1 the dot point stating “Defining and documenting operating service levels for cutting main road verges and medians within the Golden Grove Development which may be varied due to seasonal influences and based on guiding principles**

Carried Unanimously (15)

11.3 Road Management - Service Review Project Scope (D22/4985)

Moved Cr Petrie, Seconded Cr Field

That having considered the report titled “Road Management – Service Review Project Scope” and dated 2 February 2022 that the Services Review Committee approves the Project Scope as detailed in Attachment 2 of the report.

Carried Unanimously (16)

Organisational Services & Excellence

11.4 Digital Economy (eServices) - Service Review Project Scope (D22/4864)

Moved Cr Petrie, Seconded Cr Rankine

That having considered the report titled “Digital Economy (eServices) Services review project scope” dated 2 February 2022 that the Services Review Committee approves the project scope as detailed in attachment 2 of the abovementioned report.

Carried Unanimously (17)

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

17.1 Status Report on Service Reviews Committee Resolutions (D22/422)

The Committee received the Status Report on Committee resolutions

18. Other Business - Nil

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

20. Date of Next Ordinary Meeting

6 April 2022

The Presiding Member declared the meeting closed at 7.42 pm.

Confirmed.....
Presiding Member 6 April 2022