

MINUTES OF THE SERVICE REVIEWS COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY
HELD ON WEDNESDAY 24 AUGUST 2022 AT 6.35PM IN THE CIVIC CENTRE,
571 MONTAGUE ROAD, MODBURY

1. Opening and Welcome

Cr Field read the Acknowledgement of Country Statement.

2. Attendance Record:

2.1 Present – Physical Attendance

Crs R Unger (*Presiding Member*), L Jones (*entered at 6.50pm*), L Petrie and P Field.

2.2 Apologies

Crs B Rankine and J Lintvelt.

2.3 Record of Officers in Physical Attendance onsite

Mr J Moyle	Chief Executive Officer
Mr R McMahon	Director Organisation Services & Excellence
Mr T Harfield	Director Assets & Environment
Ms J Short	Manager Organisational Development
Ms B Halling	Project Lead Organisational Development
Mr A Kelly	Group Coordinator, Civil & Buildings Projects
Ms D Taglierini	Governance Advisor Governance & Policy

Record of Council's Advisors in attendance - BRS

Mr Heath Colebatch Associate

2.4 Record of Number of Persons in the Public Gallery – Physical Attendance

Nil

2.5 Record of Media in Physical Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Cr Field, Seconded Cr Petrie

That the Minutes of the Service Reviews Committee Meeting held on 6 April 2022 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (19)

4. Public Forum - Nil

5. Deputations - Nil

6. Presentations

6.1 Presentation - Road Management Service Review (D22/47007)

During the presentation,

- *Cr Jones entered the meeting at 6.50pm*
- *Cr Jones left the meeting at 7.36pm.*

Mr Thornton Harfield, Director Assets & Environment and Mr Heath Colbatch of BRS presented an overview of the Road Management Service Review, supported by Mr Adam Kelly, Group Coordinator Civil and Buildings Projects. This coincides with the management **report titled** “Service Review Report - Road Management”.

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 Service Review Report - Road Management (D22/45146)

During the discussion, Cr Jones re-entered the meeting at 7.41pm.

Moved Cr Field, Seconded Cr Petrie

That the Service Reviews Committee recommends to Council:

That, having considered the report titled “Service Review Report – Road Management” and dated 24 August 2022, Council:

1. Notes the report prepared by BRS for the Road Management Service Review, provided as Attachment 2, and
2. Endorses the proposed actions contained in the Implementation Plan (provided as Attachment 3) and that the following items are delegated to **Council’s Chief Executive Officer (CEO) to consider and implement:**
 - a. Items 10.2.1 – 10.2.4
 - b. Items 10.3.1 – 10.3.3
 - c. Items 11.1.1 – 11.1.2 with 11.1.1 being presented to Council for consideration
 - d. Items 11.2.1 – 11.2.4
 - e. Items 11.3.1 – 11.3.5
 - f. Items 11.4.1 – 11.4.3
 - g. Items 11.5.1 – 11.5.3

Carried Unanimously (20)

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

The following Information reports were received at the meeting:

16.1 Community Value Program Status Update (D22/47014)

17. Status Report on Council and Committee Resolutions

17.1 Status Report on Service Reviews Committee Resolutions (D22/46782)

The Committee received the Status Report on Committee Resolutions.

18. Other Business

18.1 Cancellation of 5 October 2022 meeting

Moved Cr Field, Seconded Cr Petrie

That the Service Reviews Committee meeting on the 5 October 2022 not be held due to the Council being in caretaker period.

Carried Unanimously (21)

Cr Unger recognised the last Governance and Policy Committee meeting for Council's retiring CEO, Mr John Moyle, thanking him for his contribution to the Committee.

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

19.1. Update on implementation of the new Organisation Structure (D22/58460)

This matter was considered at the CEO Performance and Remuneration Review Committee which was at the completion of the Service Reviews Committee.

20. Date of Next Ordinary Meeting

To be Advised

The Presiding Member declared the meeting closed at 7.45pm.

Confirmed.....
Presiding Member