

**MINUTES OF THE SERVICE REVIEWS COMMITTEE MEETING  
OF THE CITY OF TEA TREE GULLY  
HELD ON WEDNESDAY 2 DECEMBER 2020 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, L Petrie and P Field

**Present - Attendance via Electronic Means (audio-visual link)**

Crs J Lintvelt and L Jones

**2.2 Apologies - Nil**

**2.3 Record of Officers in Physical Attendance**

Mr J Moyle	Chief Executive Officer
Mr R McMahon	Director Organisational Services & Excellence
Ms J Short	Manager Organisational Development

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

Ms C Neil	Director Community & Cultural Development
Mr J Robbins	Manager Finance & Rating Operations

**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**

Nil (*First meeting of this recently established committee*)

4. **Public Forum - Nil**

5. **Deputations - Nil**

6. **Presentations**

**6.1 Summary of intention of the Services Review Committee (D20/102892)**

Mr Ryan McMahon, Director Organisational Services and Excellence and Ms Julie Short, Manager Organisational Development presented on the intention of the Committee, internal processes and governance associated with service reviews.

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 - Nil**

**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 Service Reviews Committee Terms of Reference (D20/102926)**

**17. Status Report on Council and Committee Resolutions**

**18. Other Business - Nil**

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

**20. Date of Next Ordinary Meeting**

3 February 2021

Presiding Member declared the meeting closed at 7.31 pm.

Confirmed.....  
Presiding Member 3 February 2021