

**MINUTES
OF THE GOVERNANCE AND POLICY COMMITTEE MEETING OF THE CITY OF
TEA TREE GULLY HELD ON WEDNESDAY 21 JUNE 2023 AT 6.36PM
IN THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY**

1. Opening and Welcome

2. Attendance Record:

2.1 Present – Physical Attendance

Crs R Unger, L Jones, J Hawkvelt and I Zagladov

Present – Online Attendance

Cr D Wyld (*Presiding Member*).

2.2 Apologies

Cr K Drozdoff

2.3 Record of Officers in Physical Attendance onsite

Ryan McMahon	Chief Executive Officer
Michael Pereira	General Manager Community Services
Ilona Cooper	Manager Corporate Governance
Deana Taglierini	Governance Advisor
Gabby D'Aloia	Manager Technical & Engineering Services
Dewald Hartzenberg	Manager Operation Support Services
Laura Watson	Manager Community Safety

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 Zagladov, Seconded Cr Unger

That the Minutes of the Governance and Policy Committee held on 22 February 2023 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (8)

Appointment of Chair

Moved Cr Unger, Seconded Cr Zagladov

That Cr Jones be appointed to preside over the remainder of the meeting.

Carried Unanimously (9)

Cr Jones took Chair as presiding member at 6.40pm.

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 - Nil

City Operations - Nil

Corporate Services

11.1 Employee Behavioural Standards / Policy (D23/40289)

Moved Cr Wyld, Seconded Cr Hawkvelt

That the Governance and Policy Committee recommend to Council:

That having considered the requirements of section 120A of the *Local Government Act 1999* and existing arrangements in place that specify standards of behaviour for council employees which have been established by the CEO, Council determines that additional employee behavioural standards not be adopted at this time.

Carried Unanimously (10)

Community Services - Nil

12. Returned Policies

13. First Discussion of Policies

13.1 Compliance and Enforcement Policy (D23/35661)

Moved Cr Unger, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council:

That the "Compliance and Enforcement Policy" as reviewed by the Governance and Policy Committee on 21 June 2023 be adopted.

Carried Unanimously (11)

13.2 Memorial Management Policy (D23/38389)

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the “Memorial Management Policy” as reviewed by the Governance and Policy Committee on 21 June 2023 be adopted as amended.

Carried Unanimously (12)

13.3 Public Toilets Policy (D23/20649)

Moved Cr Unger, Seconded Cr Zagladov

That the “Public Toilets Policy” as reviewed by the Governance and Policy Committee on 21 June 2023 be adopted.

Carried Unanimously (13)

13.4 Private Use of Council Vehicles Policy (D23/35640)

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council:

That the “Private Use of Council Vehicles Policy” as reviewed by the Governance and Policy Committee on 21 June 2023 be revoked.

Carried Unanimously (14)

13.5 Code of Practice - Access to Council and Committee Meeting Documents (D23/20540)

Moved Cr Wyld, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council:

That the “Code of Practice - Access to Council and Committee Meeting Documents” as reviewed by the Governance and Policy Committee on 21 June 2023 be adopted.

Carried Unanimously (15)

13.6 Code of Practice for Meeting Procedures (D23/20538)

Moved Cr Unger, Seconded Cr Jones

That the Governance and Policy Committee recommends to Council:

That the “Code of Practice for Meeting Procedures” as reviewed by the Governance and Policy Committee on 21 June 2023 be adopted.

Lost

Moved Cr Hawkvelt, Seconded Cr Wyld

That the “Code of Practice for Meeting Procedures” as reviewed and amended by the Governance and Policy Committee on 21 June 2023 be returned to the next Governance and Policy Committee meeting for consideration.

Carried (16)

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 Governance and Policy Committee Resolutions (D23/34862)

The Committee received the Status Report on Committee Resolutions.

19. Other Business - Nil

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

21. Date of Next Meeting

16 August 2023

The Presiding Member declared the meeting closed at 9.41pm.

Confirmed.....
Presiding Member 16 August 2023