

**MINUTES  
OF THE GOVERNANCE AND POLICY COMMITTEE MEETING OF THE CITY OF  
TEA TREE GULLY HELD ON WEDNESDAY 22 NOVEMBER 2023 AT 6.30PM IN  
THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY**

**1. Opening and Welcome**

**Appointment of Chair**

Moved Cr Unger, Seconded Cr Hawkvelt

That Cr Jones be appointed to preside over the meeting.

**Carried Unanimously (25)**

Cr Jones took Chair as presiding member at 6.34pm.

**2. Attendance Record:**

**2.1 Present – Physical Attendance**

Crs R Unger, L Jones, J Hawkvelt, K Drozdoff and I Zagladov.

**2.2 Apologies**

Nil

**2.3 Record of Officers in Attendance (physical or electronic)**

Ryan McMahon	Chief Executive Officer
Justin Robbins	General Manager Strategy & Finance
Leisha Bond	General Manager Corporate Services
Felicity Birch	General Manager City Operations
Nathan Grainger	Acting General Manager Community Services
Ilona Cooper	Manager Corporate Governance
Deana Taglierini	Coordinator, Governance
Gabby D'Aloia	Manager Technical & Engineering Services
Ingrid Wilkshire	Manager City Strategy
Tony Amato	Lead – Waste & Strategic Projects

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

1 Attendee

**3. Confirmation of Minutes to the Previous Meeting**

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the Minutes of the Governance and Policy Committee held on 30 August 2023 be confirmed as a true and accurate record of proceedings.

**Carried Unanimously (26)**

**4. Public Forum - Nil**

**5. Deputations - Nil**

**6. Presentations - Nil**

**7. Petitions - Nil**

**8. Adjourned Business - Nil**

**9. Motions Lying on the Table - Nil**

**10. Management Reports**

**Office of the Chief Executive Officer - Nil**

**City Operations - Nil**

**Strategy & Finance - Nil**

**Corporate Services - Nil**

**Community Services - Nil**

**11. Returned Policies – Nil**

**12. First Discussion of Policies**

*The Presiding Member sought leave of the meeting to vary the items to be considered in the following order:*

- *Waste Management Policy*
- *Community Safety Policy*
- *Footpath Policy*
- *Waterworld Management Policy*
- *Emergency Management Policy / Incident Management Policy*
- *Public Interest Disclosure Policy*
- *Elected Member Support and Training Policy.*

*Leave was granted.*

**12.1 Waste Management Policy (D23/48025)**

Moved Cr Unger, Seconded Cr Drozdoff

That the Governance and Policy Committee recommends to Council:

That the “Waste Management Policy” as reviewed by the Governance and Policy Committee on 22 November 2023 be adopted as amended.

**Carried Unanimously (27)**

**12.2 Community Safety Policy (D23/74678)**

Moved Cr Hawkvelt, Seconded Cr Drozdoff

That the Governance and Policy Committee recommends to Council:

That the “Community Safety Policy” as reviewed by the Governance and Policy Committee on 22 November 2023 be adopted as amended.

**Carried Unanimously (28)**

### **12.3 Footpath Policy (D23/74777)**

Moved Cr Unger, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council:

That the “Footpath Policy” as reviewed by the Governance and Policy Committee on 22 November 2023 be adopted as amended.

**Carried Unanimously (29)**

### **12.4 Waterworld Management Policy (D23/94552)**

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council:

That the “Waterworld Management Policy” as reviewed by the Governance and Policy Committee on 22 November 2023 be adopted as amended.

**Carried Unanimously (30)**

### **12.5 Emergency Management Policy / Incident Management Policy (D23/80749)**

*During the discussion, Cr Unger left the meeting at 9.02pm and re-entered the meeting at 9.04pm.*

Moved Cr Unger, Seconded Cr Jones

That the Governance and Policy Committee recommends to Council:

That the policy formerly known as “Emergency Management Policy” as reviewed by the Governance and Policy Committee on 22 November 2023 be renamed and adopted as amended as the “Incident Management Policy” (as provided in Attachment 1).

**Carried Unanimously (31)**

#### **12.6 Public Interest Disclosure Policy (D23/74727)**

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council:

That the “Public Interest Disclosure Policy” as reviewed by the Governance and Policy Committee on 22 November 2023 be adopted.

**Carried Unanimously (32)**

#### **Adjournment of Meeting at 9.17pm**

Moved Cr Unger, Seconded Cr Zagladov

That the meeting be adjourned for a short break.

**Carried Unanimously (33)**

The meeting resumed at 9.56pm.

#### **12.7 Elected Member Support and Training Policy (D23/74697)**

Moved Cr Jones, Seconded Cr Unger

That the Governance and Policy Committee recommends to Council:

That the “Elected Member Support and Training Policy ” as reviewed by the Governance and Policy Committee on 22 November 2023 be adopted as amended.

**Carried Unanimously (34)**

#### **13. Notice(s) of Motions - Nil**

**14. Motion(s) without Notice**

**14.1 Community Grants Policy**

Moved Cr Jones, Seconded Cr Zagladov

That the Governance and Policy Committee requests that the Community Grants Policy be considered at the next meeting to consider including a provision in the Policy for Elected Member / Ward Community Grants and the process for this.

**Carried Unanimously (35)**

**15. Question(s) on Notice - Nil**

**16. Question(s) without Notice - Nil**

**17. Status Report on Resolutions**

**17.1 Status Report on Governance and Policy Committee Resolutions (D23/94188)**

The Committee received the Status Report on Committee Resolutions.

**18. Other Business - Nil**

**19. Confidential Items - Nil**

A record must be kept on the grounds that this decision is made

**20. Date of Next Meeting**

TBA

The Presiding Member declared the meeting closed at 10.49pm.

Confirmed.....  
Presiding Member