

MINUTES

OF THE SERVICE REVIEW COMMITTEE MEETING OF THE CITY OF TEA TREE GULLY HELD ON WEDNESDAY 5 JULY 2023 AT 6.35PM IN THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY

1. Opening and Welcome

2. Attendance Record:

2.1 Present – Physical Attendance

Crs R Unger (*Presiding Member*), K Foreman, M Champion, B Lawrenson and Mayor M Ryan.

2.2 Present – Electronic Attendance

Cr K Drozdoff

2.3 Apologies

Nil

2.4 Record of Officers in Physical Attendance onsite

Ryan McMahon	Chief Executive Officer
Justin Robbins	General Manager Strategy & Finance
Felicity Birch	General Manager City Operations
Leisha Bond	General Manager Corporate Services
Michael Pereira	General Manager Community Services
Ilona Cooper	Manager Corporate Governance
Samantha Rose	Lead, Continuous Improvement
Lauren Monteleone	Continuous Improvement Advisor
Jon Herd	Environmental Sustainability Coordinator
Laura Watson	Manager Community Safety
Olivia Harvey	Manager Customer & Communications
Belinda Halling	Project Lead, People & Capability
Ingrid Wilkshire	Manager City Strategy
Tony Amato	Lead, Sustainability, Waste & Strategic Projects
Jon Foong	Water Resource Specialist
Matthew Taylor	Interim Manager Community Wellbeing
Sue Gallina	Acting Ageing Program Support Officer
Melissa Beckett	Active Ageing Transport Support Officer

Natalie Thorne Social Participation & Wellbeing Coordinator

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

Nil

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

Nil

2.6 Record of Media in Physical Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Cr Lawrenson, Seconded Cr Drozdoff

That the Minutes of the Service Review Committee Meeting held on 5 April 2023 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (1)

Leave of the meeting was sought to consider the presentation and management report for “Active Ageing Service Review” as the next item for discussion, and the “Community Services Review Update” at the end of the meeting. Leave was granted.

4. Public Forum - Nil

5. Deputations - Nil

6. Petitions - Nil

7. Declaration of Conflicts of Interests – Nil

8. Adjourned Business - Nil

10. Motions Lying on the Table - Nil

11. Management Reports

Community Services

11.1 Active Ageing - Service Review (D23/47028)

Mr Adam Villani, BEESQUARED Consultants, provided a presentation to the Committee on the Active Ageing Service Review.

Moved Cr Foreman, Seconded Cr Lawrenson

That the Service Review Committee recommends to Council:

That having considered the report titled the report titled “Active Ageing Service Review” as reviewed by the Service Review Committee on 5 July 2023, Council:

1. Receives the report prepared by BEESQUARED consultants for the Active Ageing Service Review as provided as Attachment 2.
2. Endorses the proposed actions in the recommendation road map contained in the report.

Carried Unanimously (2)

Strategy & Finance

11.2 Draft Waste and Resource Recovery Strategy 2033 (D23/45772)

Moved Cr Lawrenson, Seconded Mayor Ryan

That the Service Review Committee recommends to Council:

That having considered the report titled “Draft Waste and Resource Recovery Strategy 2033” as reviewed by the Service Review Committee on 5 July 2023, the Draft Waste and Resource Recovery Strategy 2033 as detailed in Attachment 1 of the report be adopted.

Carried Unanimously (3)

Corporate Services

11.3 Quotations (Procurement) Service Review Project Scope (D23/46670)

Moved Cr Lawrenson, Seconded Cr Foreman

That having considered the report titled “Quotations (Procurement) Service Review Project Scope” dated 5 July 2023, that the Service Review Committee approves the Project Scope as detailed in Attachment 1.

Carried Unanimously (4)

City Operations - Nil

Community Services

11.4 Community Safety Service Review - Draft Community Safety Policy (D23/46120)

During the debate, Cr Champion left the meeting at 8.29pm.

Moved Mayor Ryan, Seconded Cr Champion

That the Service Review Committee recommends to Council:

That the “Community Safety Policy” as reviewed by the Service Review Committee on 5 July 2023 be adopted.

Carried Unanimously (5)

Cr Champion was not present for the vote.

Cr Champion re-entered the meeting at 8.35pm.

11.5 Community Safety - Private Parking (D23/47024)

Moved Cr Foreman, Seconded Cr Lawrenson

That the Service Review Committee recommends to Council:

That having considered the report titled “Community Safety – Private Parking” as reviewed by the Service Review Committee on 5 July 2023, the Council:

1. Endorses the proposed recommendations:

- a. Undertake a 12-month trial weekend program, which will allocate 2 FTE resource to the weekend administration of Australian Road Rules and Private Parking responsibilities primarily
- b. Change the current Private Parking and Australian Road Rules service levels to weekdays 7am-7pm and weekends 9am-5pm, and;
- c. Provide a future report to Service Review Committee with focus on outcomes of the 12-month trial program – impact and effectiveness.

Carried Unanimously (6)

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 CX Strategy 2023 - 2028 (D23/36562)

16.2 City Operations Opportunities Review Outcomes - Update (D23/38571)

16.3 Financial Year 2022-23 Quarter 3 KPI Status Report (D23/40120)

16.4 Council Report Template - Service Review (D23/40307)

16.5 Community Value Program Status Update (D23/41610)

17. Status Report on Council and Committee Resolutions

17.1 Status Report on Service Review Committee Resolutions (D23/30373)

The Committee received the Status Report on Service Review Committee Resolutions.

18. Other Business

18.1 Revoke Policies - Private Parking Area (Policing) Policy and Vehicles Parked on Footpath Policy

Moved Cr Lawrenson, Seconded Cr Drozdoff

That the Service Review Committee recommends to Council:

That upon the adoption of the new “Community Safety Policy” as reviewed by the Service Review Committee on 5 July 2023, the following policies be revoked:

- Private Parking Area (Policing) Policy; and
- Vehicles Parked on Footpath Policy.

Carried Unanimously (7)

Adjournment of Meeting at 8.59pm

Moved Mayor Ryan, Seconded Cr Lawrenson

That the meeting be adjourned for a 5 minute break.

Carried Unanimously (8)

The meeting resumed at 9.04pm.

19. Presentations

19.1 Presentation - Community Services Review Update (D23/47112)

Mr Michael Pereira, General Manager Community Services provided a presentation to the Committee on the current status of the Community Services Review.

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

21. Date of Next Ordinary Meeting

18 October 2023

The Presiding Member declared the meeting closed at 9.30 pm.

Confirmed.....

Presiding Member 18 October 2023