

**MINUTES OF THE GOVERNANCE AND POLICY COMMITTEE MEETING
OF THE CITY OF TEA TREE GULLY HELD ON WEDNESDAY 30 AUGUST 2023
AT 6.30PM IN THE CIVIC CENTRE, 571 MONTAGUE ROAD, MODBURY**

1. Opening and Welcome

Appointment of Chair

Moved Cr Hawkvelt, Seconded Cr Zagladov

That Cr Jones be appointed to preside over the meeting.

Carried Unanimously (17)

Cr Jones took Chair as presiding member at 6.35pm

2. Attendance Record:

2.1 Present – Physical Attendance

Crs L Jones (*Presiding Member*), R Unger, J Hawkvelt, K Drozdoff and I Zagladov.

2.2 Apologies

Cr Damian Wyld

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
Michael Pereira	General Manager Community Services
Deana Taglierini	Coordinator, Governance
Nathan Grainger	Manager City Development
Rebecca Baines	Manager Finance & Rating Services
Rhyss Cook	Coordinator, Asset Management Planning
Olivia Harvey	Manager Customer & Communications

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

1 Attendee

2.5 Record of Media in Physical Attendance

Nil

3. Confirmation of Minutes to the Previous Meeting

Moved Cr Zagladov, Seconded Cr Hawkvelt

That the Minutes of the Governance and Policy Committee held on 21 June 2023 be confirmed as a true and accurate record of proceedings.

Carried Unanimously (18)

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 - Nil

Community Services - Nil

The Presiding Member sought leave of the meeting to re-arrange the consideration of policies to the following:

- *Easement Management Policy*
- *Liquor Licence Application Management Policy*
- *Development Assessment Delegation Policy*
- *External Grant Funding Policy*
- *Citizenship Ceremony Policy*

Leave was granted.

12. First Discussion of Policies

12.1 Easements Management Policy (D23/48008)

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the “Easements Management Policy” as reviewed by the Governance and Policy Committee on 30 August 2023 be adopted.

Carried Unanimously (19)

12.2 Liquor Licence Application Management Policy (D23/48018)

Moved Cr Unger, Seconded Cr Hawkvelt

That the “Liquor Licence Application Management Policy” as reviewed by the Governance and Policy Committee on 30 August 2023 be adopted.

Carried Unanimously (20)

12.3 Development Assessment Delegation Policy (D22/12247)

Moved Cr Hawkvelt, Seconded Cr Unger

That the Governance and Policy Committee recommends to Council:

That the “Development Assessment Delegation Policy ” as reviewed by the Governance and Policy Committee on 30 August 2023 be revoked.

Carried Unanimously (21)

12.4 External Grant Funding Policy (D23/52220)

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the “External Grant Funding Policy” as reviewed by the Governance and Policy Committee on 30 August 2023 be adopted as amended.

Carried Unanimously (22)

12.5 Citizenship Ceremony Policy (D23/58985)

During the discussion, Cr Hawkvelt left the meeting at 7.09pm and re-entered the meeting at 7.10pm.

Moved Cr Unger, Seconded Cr Zagladov

That the Governance & Policy Committee recommends to Council on 26 September 2023:

That the “Citizenship Ceremony Policy” as reviewed by the Governance and Policy Committee on 30 August 2023 be adopted as amended.

Carried Unanimously (23)

13. Returned Policies

13.1 Code of Practice for Meeting Procedures (D23/45777)

During the discussion, Cr Unger left the meeting at 8.14pm and re-entered the meeting at 8.16pm.

Moved Cr Hawkvelt, Seconded Cr Zagladov

That the Governance and Policy Committee recommends to Council 26 September 2023:

That the “Code of Practice for Meeting Procedures” as reviewed by the Governance and Policy Committee on 30 August 2023 be adopted.

Carried Unanimously (24)

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
(D23/61299)**

The Committee received the Status Report on Committee Resolutions.

19. Other Business

Cr Lucas Jones asked a question about the next scheduled review date for the Elected Member Support and Training Policy.

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

21. Date of Next Meeting

22 November 2023

The Presiding Member declared the meeting closed at 10.05pm.

Confirmed.....
Presiding Member 22 November 2023