

MINUTES

of the **City Performance Committee**
held in the Committee Room, Botany Town Hall
1423 Botany Road, Botany
(Corner of Edward Street and Botany Road, Botany)
on **Wednesday 13 August 2025 commences at the conclusion of the
City Services Committee meeting at 7:47pm**

Present

Councillor Edward McDougall, The Mayor
Councillor Soraya Kassim, Chairperson
Councillor Heidi Lee Douglas (via Audio-Visual Link)
Councillor Chris Saravinovski (via Audio-Visual Link)
Councillor Jerome Boutelet (via Audio-Visual Link)
Councillor Janin Bredehoeft

Also present

Councillor Christina Curry
Meredith Wallace, General Manager
Richard Sheridan, Director City Performance
Helen Tola, Manager Governance & Risk
Christina Chin, Manager Finance (Acting)
Wendy Klopper, Manager Business Transformation (via Audio-Visual Link)
Joe Cavagnino, Manager Procurement
Sally Fernandez, Manager Customer Experience
Mariam Fares, Manager City Projects (Acting)
Georgie O'Neill, Lead Business Innovation
Linda Hackett, Governance Officer
Wolfgang Gill, IT Service Management Officer

The Chairperson opened the meeting in the Committee Room, Botany Town Hall at 7:47pm.

1 Acknowledgement of Country

The Chairperson affirmed that Bayside Council acknowledges the Bidjigal Clan, the traditional owners of the land on which we meet and work and acknowledges the Gadigal people of the Eora Nation. Bayside Council pays respects to Elders past and present.

2 Apologies, Leave of Absence & Attendance Via Audio-Visual Link

Apologies

Committee Recommendation

Moved by Councillors Kassim and McDougall

That the apology from Councillor Douskou be received and leave of absence granted.

Leave of Absence

There were no applications for Leave of Absence received.

Attendance Via Audio-Visual Link

Committee Recommendation

Moved by Councillors Bredehoeft and McDougall

That Councillors Douglas, Boutelet and Saravinovski's attendance at tonight's meeting via audio-visual link be granted.

3 Disclosures of Interest

Councillor McDougall

CP25.038 - Councillor Expenses & Facilities Policy - Review

Councillor McDougall declared a Pecuniary Interest in Item CP25.038 on the basis that changes to policy related to the Mayoral entitlements, and The Mayor, Councillor McDougall advised that he would leave the meeting for consideration and voting on the matter.

Councillor Curry

CP25.036 - SSROC - Provision of Road Signs & Traffic Control Equipment

SSROC T2025-01

Councillor Curry declared a Less than Significant Non-Pecuniary Interest in Item CP25.036 on the basis that she is the Vice President to SSROC, and stated she would remain in the Chamber for consideration and voting on the matter.

4 Minutes of Previous Meetings

4.1 Minutes of the City Performance Committee Meeting - 9 July 2025

Committee Recommendation

Moved by Councillors Bredehoeft and Saravinovski

That the Minutes of the City Performance Committee meeting held on 9 July 2025 be noted

4.2 Business Arising

The Committee notes that the Minutes of the City Performance Committee of Wednesday 9 July 2025 were received and the recommendations therein were adopted by the Council at its meeting of 23 July 2025.

5 Items by Exception

There were no items by exception

6 Public Forum

CP25.035 Tender Report - Sports lighting installation

The following person spoke at the meeting:

- Mr Jamie James, Club Secretary Ramsgate FC speaking to the Committee Recommendation.

Note: The Committee then considered Item CP25.035 Tender Report - Sports lighting installation. Refer to recommendation below.

7 Reports

[CP25.033 Draft Artificial Intelligence \(AI\) Policy](#)

Note: A presentation was given by Georgie O'Neill, Lead Business Innovation.

Committee Recommendation

Moved by Councillors Curry and Bredehoeft

- 1 That Council recommends that Council, at its Ordinary Council Meeting of 27 August 2025, endorses the Draft Artificial Intelligence (AI) Policy (Attachment 1) for the purpose of public exhibition for a period of 28 days.
- 2 That Council authorises the General Manager to approve any minor editorial changes prior to public exhibition.
- 3 That Council notes that a further report will be presented to the City Performance Committee following the public exhibition period, detailing submissions received.

[CP25.034 Customer Experience Statistics](#)

Note: A presentation was given by Sally Fernandez, Acting Manager Customer Experience.

Committee Recommendation

Moved by Councillors Bredehoeft and McDougall

That the City Performance Committee notes the Customer Experience operating statistics as presented.

[CP25.035 Tender Report - Sports lighting installation](#)

Note: This item was considered after Public Forum.

The following person spoke at the meeting:

- Mr Jamie James, Club Secretary Ramsgate FC speaking to the Committee Recommendation.

Note: A presentation was given by Mariam Fares, Acting Manager City Projects.

Committee Recommendation

Moved by Councillors McDougall and Curry

- 1 That the attachment/s to this report be withheld from the press and public as they are confidential for the following reason:

With reference to Section 10(A) (2) (c) of the Local Government Act 1993, the attachment relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business. It is considered that if the matter were discussed in an open meeting it would, on balance, be contrary to the public interest due to the issue it deals with.

- 2 That in accordance with Regulation 178 (1) (a) of the Local Government (General) Regulation 2021, Council accepts the RFT Submission from Havencord Pty Ltd (trading as Floodlighting Australia) for the Sports lighting installation in AS Tanner Reserve and Scarborough Park East, Monterey at a lump sum price of \$369,000 exclusive of GST subject to agreement by both parties to contract conditions.
- 3 That additional funding of \$25,000 is allocated from the infrastructure levy reserve to proceed to construction, based on the outcome of the Tender assessment for AS Tanner Reserve.
- 4 That additional funding of \$200,000 is allocated from the infrastructure levy reserve to proceed to construction, based on the outcome of the Tender assessment for Scarborough Park East.

CP25.036 SSROC - Provision of Road Signs & Traffic Control Equipment SSROC T2025-01

Note: A presentation was given by Joe Cavagnino, Manager Procurement and Fleet.

Committee Recommendation

Moved by Councillors Bredehoeft and McDougall

- 1 That the attachment/s to this report be withheld from the press and public as they are confidential for the following reason:

With reference to Section 10(A) (2) (d)(i) of the Local Government Act 1993, the attachment relates to commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. It is considered that if the matter were discussed in an open meeting it would, on balance, be contrary to the public interest due to the issue it deals with.

- 2 That the SSROC – Provision of Road Signs & Traffic Control Equipment SSROC T2025-01 report be received and noted.

- 3 That based on the assessment criteria agreed within the RFT Evaluation Plan, the RFT Evaluation Panel recommends a panel of pre-qualified contractors listed in the body of the report for SSROC - Provision of Road Signs & Traffic Control Equipment SSROC T2025-01 services over a period of 3 years with an option for a further 1 x 1 years subject to agreement by both parties.

CP25.037 2024/25 Budget Carryovers and Revotes

Note: A presentation was given by Christina Chin, Acting Manager Finance.

Committee Recommendation

Moved by Councillors Kassim and McDougall

- 1 That in accordance with Clauses 203 and 211(3) of the Local Government (General) Regulations 2021, Council receives and notes the list of carryovers and related funding sources detailed in Table 1 of the Attachment 1 to this report that will be added to the 2025/26 revised budget; and
- 2 That in accordance with Clauses 203 and 211(3) of the Local Government (General) Regulations 2021, the proposed revotes of expenditure and related funding sources noted in Table 2 of the Attachment 1 to this report, are adopted by Council and are hereby voted into the 2025/26 revised budget.

Note: The Mayor, Councillor McDougall, left the meeting due to declaration of a Pecuniary Interest, the time being 8:53pm

CP25.038 Councillor Expenses & Facilities Policy - Review

Committee Recommendation

Moved by Councillors Curry and Bredehoeft

- 1 That the positive public exhibition outcomes on the Councillor Expenses and Facilities Policy be received and noted.
- 2 That the draft Councillor Expenses and Facilities Policy {v7}, as attached to the report, be adopted by Council, subject to 10.6 of the Policy being amended to include reference that 'Council will provide the limited research support to Councillors'.

The next meeting will be held in the Committee Room, at Botany Town Hall on Wednesday, 10 September, 2025.

The Chairperson closed the meeting at 9:02pm.