



City of Belmont

AGENDA BRIEFING FORUM

MINUTES

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17 September 2019

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MATRIX FROM THE AGENDA BRIEFING FORUM HELD IN THE COUNCIL CHAMBERS OF CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET, CLOVERDALE ON TUESDAY, 17 SEPTEMBER 2019 COMMENCING AT 7.00PM

**AGENDA BRIEFING FORUM
MATRIX**

PRESENT

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr J Davis (<i>arr 7.01pm</i>)	South Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward
Cr L Cayoun	West Ward
Cr G Sekulla, JP	West Ward

IN ATTENDANCE

Mr J Christie (<i>dep 8.29pm</i>)	Chief Executive Officer
Mr R Garrett (<i>dep 7.31pm</i>)	Director Corporate and Governance
Ms J Gillan (<i>dep 7.31pm</i>)	Director Development and Communities
Mr R Murray (<i>dep 7.31pm</i>)	A/Director Infrastructure Services
Mr J Olynyk, JP	Manager Governance
Mr W Loh (<i>dep 7.31pm</i>)	Manager Planning Services
Mrs M Lymon (<i>dep 7.31pm</i>)	Principal Governance and Compliance Advisor
Ms S D'Agnone (<i>dep 7.31pm</i>)	Governance Officer

MEMBERS OF THE GALLERY

There were no members of the public in the gallery and no press representative.

1. OFFICIAL OPENING

7.00pm The Presiding Member welcomed all those in attendance and declared the meeting open.

The Presiding Member read the Acknowledgement of Country.

Before I begin I would like to acknowledge the traditional owners of the land on which we are meeting today, the Noongar Whadjuk people, and pay respect to Elders past, present and future leaders.

The Presiding Member invited Cr Cayoun to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Cayoun read aloud the affirmation.

7.01pm Cr Davis entered the meeting.

Affirmation of Civic Duty and Responsibility
I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability. I will observe the City's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT

3.1 FINANCIAL INTERESTS

Name	Item No and Title
Mr J Christie	Item 14.1 – Staff Matter – Chief Executive Officer Annual Performance Appraisal 2018-2019 Nature of Interest – Relates directly to the remuneration of the CEO

3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY

Name	Item No and Title
Cr L Cayoun	Item 12.4 - Eastern Metropolitan Regional Council (EMRC) Container Deposit Scheme – Refund Point Operator(s) Nature of Interest – Friendship with several employees of the scheme provider.

4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

4.1 ANNOUNCEMENTS

Nil.

4.2 DISCLAIMER

7.02pm The Presiding Member drew the public gallery's attention to the Disclaimer.

The Presiding Member advised the following:

I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that no decisions are made at the meeting tonight. Council will formally resolve agenda items at next week's Ordinary Council Meeting.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

5. PUBLIC SUBMISSION TIME

7.03pm The Presiding Member opened the period allotted for Public Submission Time. As there were no members of the public present, the Presiding Member closed Public Submission Time.

6. ORDINARY COUNCIL MEETING AGENDA FOR MEETING TO BE HELD 24 SEPTEMBER 2019

6.1 AGENDA ITEMS FOR REVIEW

OCM Item 12.1

Perth Airport Preliminary Draft Master Plan 2020 – City of Belmont Submission

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

- Perth Airport continues to increase its consideration of environmental sustainability. Nonetheless, the City has suggested in its recommendation that an additional term referring to canopy provision be included in the Master Plan, which reads: *‘the consideration of building management, vegetation, retention, canopy provision and resource conservation opportunities during the planning and design phases of development’*. In addition to this suggestion, the City is able to include the specific example of existing car parks and their differing tree canopies. Opportunities for increasing canopy cover have been missed in the past, and more consideration should be given in this area into the future.
- Essendon Fields Airport in Victoria is an example of an airport with a significant canopy of trees that do not attract birds.

Further Information to be Provided

Nil.

OCM Item 12.2

City of Belmont Design Review Panel – Terms of Reference

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

OCM Item 12.3

Sister City Citizens Declaration – 35th Anniversary

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

- Funding for the 35th Anniversary delegation is included in the 2019-2020 budget and flights and seats have already been held.
- The timeline is tight and the Officer Recommendation is worded so no commitment from Councillors is required until after the elections on 19 October 2019. The number of Councillors attending will be finalised post-election.
- Ms Wendy Parsons is the Chairperson of the Belmont Sister City Association.
- Every five years the City makes provision to subsidise all Councillors to attend the tour although not all attend.
- When a Councillor attends a student delegation their flights and accommodation expenses are paid in full by the City.

Further Information to be Provided

Nil.

OCM Item 12.4

Eastern Metropolitan Regional Council (EMRC) Container Deposit Scheme – Refund Point Operator(s)

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

OCM Item 12.5

Tender 08/2019 – Supply and Application of Turf Fertiliser, Wetting Agent and Pesticides

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

- All chemicals, including pesticides, used by the City are approved by the Australian Pesticides and Veterinary Medicines Authority. All relevant staff are fully trained and certified in the use of chemicals.
- Roundup has been and continues to be an approved pesticide, and has been used by the City for many years. The City uses Glyphosate very sparingly on kerb lines only and does not treat the whole verge.
- Currently staff erect signs in areas where they are spraying pesticides. The possibility that pesticides being used in the Stables area may have the potential to harm horses that eat the grass will be considered and trainers and residents will be made aware when spraying is being carried out.
- Some Local Governments have tried steam to control weeds. Steam acts as a contact pesticide, and as such kills on contact however more perennial weeds, such a couch grass, regrow, unlike Glyphosate, which kills the roots of the weed. Trials conducted by Eastern Metropolitan Regional Council showed that weed control using steam is less effective and needs to be carried out every four to six weeks.
- Glyphosate is mainly sprayed on kerb lines and the interface between the kerb and the road, not on verges.
- All City contractors carrying out weed spraying have qualifications in herbicide application. Equipment has GPS and can be tracked and mapped and the area being treated is very specific. Spraying occurs primarily to stop weed growth between a verge and kerb, and treatments are targeted in this area.

Further Information to be Provided

Nil.

OCM Item 12.6

Interim Financial Audit Report

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

OCM Item 12.7

Accounts for Payment – August 2019

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

OCM Item 12.8

Monthly Activity Statement as at 31 August 2019

Deputation Presentation

Nil.

Officer Presentation

Nil.

Notes from Forum

Nil.

Further Information to be Provided

Nil.

7. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

7.29pm Having declared a Direct Financial Interest in Item 14.1, Mr J Christie departed the meeting.

Note:

The Presiding Member advised that in accordance with Section 5.23(2) of the *Local Government Act 1995* in order to discuss Confidential Item 14.1 Council will need to go behind closed doors.

7.30pm ***POWELL MOVED, ROSSI SECONDED, that in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting proceed behind closed doors to discuss Confidential Item 14.1 - Staff Matter – Chief Executive Officer Annual Performance Appraisal 2018-2019.***

CARRIED 9 VOTES TO 0

7.31pm The Presiding Member advised that Council will be proceeding behind closed doors and asked that all in attendance, other than Elected Members and the Manager Governance depart the Chamber. The Director Corporate and Governance, the Director Development and Communities, the A/Director Infrastructure, the Manager Planning, the Principal Governance and Compliance Advisor and the Governance Officer departed the meeting and did not return.

7.31pm ***BASS MOVED, WOLFF SECONDED, that the Chief Executive Officer be invited back into the meeting.***

CARRIED 9 VOTES TO 0

7.31 The Chief Executive Officer returned to the meeting.

7.1 STAFF MATTER – CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE APPRAISAL 2018-2019

OCM Item 14.1
Staff Matter – Chief Executive Officer Annual Performance Appraisal 2018-2019
<u>Deputation Presentation</u>
Nil.
<u>Officer Presentation</u>
The Chief Executive Officer provided a presentation to Councillors. (refer Confidential Tabled Attachment 1 for further information).
<u>Notes from Forum</u>
Nil.
<u>Further Information to be Provided</u>
Nil.

8.29pm The Chief Executive Officer departed the meeting and did not return.

8.29pm **DAVIS MOVED, POWELL SECONDED**, that the meeting again be open to the public.

CARRIED 9 VOTES TO 0

8.29pm The meeting came out from behind closed doors. No members of the public returned to the meeting.

8. CLOSURE

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.33pm.