



Executive Committee

Minutes

Monday 11 April 2022

BELMONT
CITY OF OPPORTUNITY



CITY OF BELMONT

Executive Committee

Minutes

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Minutes from the Executive Committee held via Microsoft Teams on Monday 11 April 2022 commencing at 6.34pm.

Minutes

Present

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP (Deputy Presiding Member) (arr 6.35pm)	West Ward
Cr J Davis	South Ward
Cr G Sekulla, JP	West Ward
Cr S Wolff	South Ward

In attendance

Mr J Christie	Chief Executive Officer
Ms C Bridges	Human Resources Manager
Mrs M Lymon	Acting Manager Governance

Observers

Cr D Sessions	West Ward
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Guests

Mr P Syme	Portland Broome
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I Official Opening

6.34pm The Presiding Member welcomed all those in attendance and declared the meeting open.

The Presiding Member read aloud the Acknowledgement of Country.

Acknowledgement of Country

Before I begin, I would like to acknowledge the Noongar Whadjuk people as the Traditional Owners of this land and pay my respects to Elders past, present and emerging.

I further acknowledge their cultural heritage, beliefs, connection and relationship with this land which continues today.

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	Nature of Interest (and extent, where appropriate)
Mr J Christie	11.2 - Chief Executive Officer Contract Renewal	

3.2 Disclosure of interest that may affect impartiality

Name	Item No and Title	Nature of Interest (and extent, where appropriate)
Mr J Christie	11.1 Chief Executive Officer - Interim Review	Relates directly to the performance of the CEO and as CEO I will provide an update on the status of my KPIs.
Ms C Bridges	11.1 - Chief Executive Officer - Interim Review	Author of the report
Ms C Bridges	11.2 - Chief Executive Officer - Contract Renewal	Author of the report

4 Announcements by the Presiding Member (without discussion)

4.1 Announcements

Nil.

4.2 Declarations by Members who have not given due considerations to all matters contained in the business papers presently before the meeting

Nil.

6.35pm Cr Rossi joined the meeting.

5 Confirmation of Minutes

5.1 Executive Committee Meeting held 23 August 2021

Officer Recommendation

Sekulla moved, Davis seconded

That the Minutes of the Executive Committee Meeting held on Monday, 23 August 2021 be confirmed as a true and accurate record.

Carried Unanimously 5 votes to 0

6 Questions by Members on which due notice has been given (without discussion)

Nil.

7 New business of an urgent nature approved by the person presiding or by decision

Nil.

8 Questions by members without notice

Nil.

9 Business adjourned from a previous meeting

Nil.

10 Information items

Nil.

11 Items requiring recommendation to Council

Note:

The Presiding Member advised that in accordance with Section 5.23(2) of the Local Government Act 1995 in order to discuss Confidential Items 11.1 and 11.2 the meeting will need to go behind closed doors.

6.38pm Davis moved, Sekulla seconded that in accordance with Section 5.23(2) (a) of the Local Government Act 1995, the meeting proceed behind closed doors to discuss Confidential Items 11.1 - Chief Executive Officer Interim Review 2021-2022 and 11.2 - Chief Executive Officer Contract Renewal.

Carried 5 votes to 0

Note: The Mayor requested that the Chief Executive Officer, Human Resources Manager, Acting Manager Governance and Mr P Syme from Portland Broome remain in the meeting to respond to any questions as required.

11.1 Staff Matter - Chief Executive Officer Interim Review 2021-2022

Attachment details

Attachment No and title
1. CONFIDENTIAL REDACTED - CEO Annual Goals and Targets 2021 – 2022 Final [11.1.1 – 42 pages]

This report is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

a. a matter affecting an employee or employees;

7.36pm The Chief Executive Officer, Human Resources Manager and Acting Manager Governance departed the meeting.

7.48pm Cr Davis departed the meeting.

7.57pm Cr Davis re-joined the meeting.

7.57pm Cr Davis re-joined the meeting.

Officer Recommendation

Sekulla moved, Rossi seconded

That the Executive Committee recommend that Council:

- 1. Note the information provided by the Chief Executive Officer on interim progress against the Goals and Targets set by Council for the Officer for the 2021-2022 review year.**

Carried Unanimously 5 votes to 0

Note: The Presiding Member invited the Chief Executive Officer and the Human Resources Manager to return to the meeting to be informed of the Committee's decision.

8.00pm The Chief Executive Officer and the Human Resources Manager re-joined the meeting.

Note:

8.12pm Having declared a Direct Financial Interest in Item 11.2, the Chief Executive Officer Departed the meeting.

11.2 Staff Matter - Chief Executive Officer Contract Renewal

Attachment details

Attachment No and title

1. CONFIDENTIAL – J Christie Contract of Employment [11.2.1 – 44 pages]
2. CONFIDENTIAL – Request for Contract Extension [11.2.2 – 1 page]
3. CONFIDENTIAL – Current Employment Market Analysis [11.2.3 – 3 pages]

This report is confidential in accordance with Section 5.23(2) of the *Local Government Act 1995* which permits the meeting to be closed to the public for business relating to the following:

- a. a matter affecting an employee or employees;

Note: The Human Resources Manager declared an Impartiality Interest in Item 11.2 – Staff Matter - Chief Executive Officer Contract Renewal

8.13pm The Human Resources Manager departed the meeting.

Officer Recommendation

Sekulla moved, Davis seconded

That the Executive Committee recommend that Council:

1. Approves the arrangements for the Chief Executive Officer's contract renewal as detailed in Option 1 as contained within the confidential report.

Carried Unanimously 5 votes to 0

Note: The Presiding Member invited the Chief Executive Officer, the Human Resources Manager and the Acting Manager Governance to return to the meeting to be informed of the Committee's decision.

8.20pm The Chief Executive Officer, the Human Resources Manager and the Acting Manager Governance re-joined the meeting.

8.22pm Rossi moved, Wolff seconded, that the meeting again be open.

Carried 5 votes to 0

8.22pm The meeting came out from behind closed doors.

12 Next Meeting

The next meeting of the Executive Committee will be held on **Monday, 11 July 2022** commencing at 6.30pm.

13 Closure

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 8.23pm.

Minutes confirmation certification

The undersigned certifies that these Minutes of the Executive Committee Meeting held on 11 April 2022 were confirmed as a true and accurate record at the Executive Committee Meeting held on 11 July 2022:

Signed by the Person Presiding:  _____

PRINT name of the Person Presiding: **PHILIP MARKS**