



City of Belmont
EXECUTIVE COMMITTEE
MINUTES
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17 August 2020

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CONFIDENTIAL ATTACHMENTS INDEX

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***** COUNCILLORS ARE REMINDED TO RETAIN THEIR
ATTACHMENTS FOR DISCUSSION WITH THE MINUTES *****

MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD IN THE RIVERVALE ROOM, CITY OF BELMONT CIVIC CENTRE, 215 WRIGHT STREET, CLOVERDALE ON MONDAY, 17 AUGUST 2020, COMMENCING AT 6.34PM.

MINUTES

COMMITTEE MEMBERSHIP

Cr P Marks (Presiding Member)	East Ward
Cr G Sekulla, JP (Deputy Presiding Member)	West Ward
Cr J Davis	South Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward

IN ATTENDANCE

Mr J Christie (<i>arr 7.10pm</i>)	Chief Executive Officer
Ms AM Forte (<i>dep 7.00pm and did not return</i>)	Executive Manager People and Organisational Development
Mr J Olynyk, JP (<i>dep 6.40pm and did not return</i>)	Manager Governance

GUEST

Mr P Syme	Portland Broome, Organisational Consultants
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1. 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.

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.

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	11.1 – Staff Matter – Chief Executive Officer Annual Performance Appraisal 2019-2020	Direct Financial

3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY

Nil.

4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

4.1 ANNOUNCEMENTS

Nil.

4.2 DECLARATIONS BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTLY BEFORE THE MEETING

Nil.

5. CONFIRMATION OF MINUTES

**5.1 EXECUTIVE COMMITTEE MEETING HELD 19 AUGUST 2019
(Circulated under separate cover)**

WOLFF MOVED, SEKULLA SECONDED

That the Minutes of the Executive Committee Meeting held on 19 August 2019 be confirmed as a true and accurate record.

CARRIED 5 VOTES TO 0

**6. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
(WITHOUT DISCUSSION)**

Nil.

**7. NEW BUSINESS OF AN URGENT NATURE APPROVED BY 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* that in order to discuss Item 11.1 Staff Matter – Chief Executive Officer Annual Performance Appraisal 2019-2020, the meeting would need to go behind closed doors.

6.40pm ***DAVIS MOVED, POWELL SECONDED, that in accordance with Section 5.23(2)(b)(e) of the Local Government Act 1995, the meeting go behind closed doors. With the exception of the Facilitator, Mr Paul Syme, and the Executive Manager People and Organisational Development all other Officers are to leave the meeting.***

CARRIED 5 VOTES TO 0

6.40pm The Manager Governance departed the meeting and did not return.

11.1 STAFF MATTER – CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE APPRAISAL 2019-20 - (CONFIDENTIAL MATTER IN ACCORDANCE WITH *LOCAL GOVERNMENT ACT 1995* SECTION 5.23 (2) (B) (E))

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Confidential Attachment 1 – Item 11.1 refers	Report Item – Chief Executive Officer Annual Performance Appraisal 2019-2020

7.00pm The Executive Manager People and Organisational Development departed the meeting and did not return.

Note: The Presiding Member invited the Chief Executive Officer to join the meeting to present his submission and answer any questions raised.

7.10pm The Chief Executive Officer entered the meeting.

8.30pm The Chief Executive Officer departed the meeting.

OFFICER RECOMMENDATION

POWELL MOVED, DAVIS SECONDED

That the Executive Committee recommend that Council:

1. Accept the Executive Committee's assessment of the CEO's performance for the period 25 September 2019 to 30 June 2020.
2. Accept the CEO's performance Goals and Targets as determined for the next review period ending 30 June 2021.
3. Approve the CEO remaining on Step 4 of the pay scale.

CARRIED 5 VOTES TO 0

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

10.00pm The Chief Executive Officer returned to the meeting.

10.02pm WOLFF MOVED, DAVIS SECONDED, that the Meeting again be open and Council Officers be invited to re-join the meeting.

CARRIED 5 VOTES TO 0

Note: No Council Officers re-joined the meeting.

12. NEXT MEETING

The next meeting of the Executive Committee is to be advised.

13. CLOSURE

There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 10.05pm.

MINUTES CONFIRMATION CERTIFICATION

The undersigned certifies that these Minutes of the Executive Committee Meeting held on 17 August 2020 were confirmed as a true and accurate record at the Executive Committee Meeting held 19 April 2021:

Signed by the Person Presiding: _____

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