



City of Belmont
EXECUTIVE COMMITTEE
MINUTES
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19 August 2019

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CONFIDENTIAL ATTACHMENTS INDEX

- Confidential Attachment 1 – Item 11.1 refers**
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- Confidential Attachment 5 – Item 11.1 refers (Circulated under separate cover)**
- Confidential Attachment 6 – Item 11.1 refers**
- Confidential Attachment 7 – Item 11.1 refers**

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

MINUTES

PRESENT

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

IN ATTENDANCE

Mr J Christie (<i>arr 6.45pm</i>)	Chief Executive Officer
Ms AM Forte	Executive Manager People and Organisational Development
Mr J Olynyk, JP (<i>dep 6.35pm and did not return</i>)	Manager Governance

GUEST

Mr P Syme	Portland Broome, Organisational Consultants
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1. OFFICIAL OPENING

The Presiding Member opened the meeting at 6.30pm, welcomed those in attendance, and 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.

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT

3.1 FINANCIAL INTERESTS

Nil.

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 29 APRIL 2019 (Circulated under separate cover)

SEKULLA MOVED, POWELL SECONDED

That the Minutes of the Executive Committee Meeting held on 29 April 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.

6.34pm ***ROSSI MOVED, WOLFF 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

6.35pm The Manager Governance departed the meeting and did not return.

11.1 STAFF MATTER – CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE APPRAISAL 2018-19 – (CONFIDENTIAL MATTER IN ACCORDANCE WITH *LOCAL GOVERNMENT ACT 1995* SECTION 5.23 (2) (B) (E))

ATTACHMENT DETAILS

Attachment No	Details
Confidential Attachment 1 – Item 11.1 refers	<u>Report Item – Chief Executive Officer Annual Performance Appraisal 2018-2019</u>

6.40pm The Executive Manager People and Organisational Development departed the meeting.

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

6.45pm The Chief Executive Officer entered the meeting.

7.45pm The Chief Executive Officer departed the meeting.

OFFICER RECOMMENDATION

POWELL MOVED, SEKULLA 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 2018 to 30 June 2019.
2. Accept the CEO's performance Goals and Targets as determined for the next review period ending 30 June 2020.
3. Approve an increase to the remuneration package for the CEO to Step 4 of the pay scale, with effect from 1 July 2019.

CARRIED 5 VOTES TO 0

8.45pm **WOLFF MOVED, ROSSI SECONDED,** that the Meeting again be open and Council Officers be invited to rejoin the meeting.

CARRIED 5 VOTES TO 0

8.47pm The Executive Manager People and Organisational Development returned to the meeting.

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

8.50pm The Chief Executive Officer returned to 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 8.55pm.

MINUTES CONFIRMATION CERTIFICATION

The undersigned certifies that these minutes of the Executive Committee Meeting held 19 August 2019 were confirmed as a true and accurate record at the Executive Committee Meeting held 17 August 2020:

Signed by the Person Presiding: _____



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