



MINUTES

For the Special Council Meeting held on

Monday 7 October, 2019

Commencing at 5.00 pm.

In the Council Chambers, Ravensthorpe.



SHIRE OF RAVENSTHORPE

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A handwritten signature in black ink, appearing to be "G. Pollock".

Gavin Pollock
Chief Executive Officer

7 October 2019

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SPECIAL MEETING OF COUNCIL

HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE ON
7 OCTOBER 2019, COMMENCING AT 5.00 PM

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EXTRACT FROM LOCAL GOVERNMENT ACT 1995**5.5. CONVENING COUNCIL MEETINGS**

- (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
- (2) **The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.**

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5:00pm – The presiding person, Cr K Dunlop declared the meeting open.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

MEMBERS: Cr Keith Dunlop (Shire President)
 Cr Julianne Belli (Deputy Shire President)
 Cr Ian Goldfinch
 Cr Peter Smith
 Cr Kerry Dickinson
 Cr Thomas Major
 Cr Graham Richardson

STAFF: Gavin Pollock (Chief Executive Officer)

APOLOGIES: Graham Steel (Director of Technical Services)
 Les Mainwaring (Director Corporate and Community Services)

ON LEAVE OF ABSENCE: NIL

ABSENT: NIL

3. DISCLOSURE OF INTEREST

Councillor/Officer	Item	Nature of interest	Extent of interest
Gavin Pollock	5.1	Financial	Individuals probation and performance review as the Chief Executive Officer

4. SUSPENSION OF STANDING ORDERS

NIL

5. MATTERS BEHIND CLOSED DOORS

Moved: Cr Goldfinch

Seconded: Cr Dickinson

Res: 102/19

In accordance with section 5.23 (2) of the *Local Government Act 1995*, the meeting closed to members of the public for this item as the following subsection applied

- a. a matter affecting an employee/employees
- b. the personal affairs of any person
- c. a matter that if declared, would reveal –
 - i. a trade secret
 - ii. information that has a commercial value to a person
 - iii. information about the business, professional, commercial, financial affairs of a person.

Voting Requirements: Absolute Majority

Carried: 7/0

5:01pm *Prior to any consideration of Item 5.1 the CEO declared a financial interest on the basis that agenda item 5.1 pertains to the CEO performance and probation review.*

Chief Executive Officer, Gavin Pollock, left the room.

5.1 CHIEF EXECUTIVE OFFICER PROBATION AND PERFORMANCE REVIEW

File Reference:	PL.ES.172
Location:	Shire of Ravensthorpe
Applicant:	Chief Executive Officer
Author:	Shire President
Authorising Officer:	N/A
Date:	14 August 2019
Disclosure of Interest:	Chief Executive Officer
Attachments:	Chief Executive Officers Amended Employment Contract Provided to councillors under separate cover
Previous References:	13.1 Ordinary Council Meeting, Tuesday 20 August, 2019

Moved: Cr Major

Seconded: Cr Smith

Res: 103/19

That Council Resolved;

- 1. Endorse the Shire President advising Mr Pollock, Chief Executive Officer of successfully completing the six (6) month probation requirements as per the contract of employment.**

Voting Requirements: Absolute Majority

Carried: 7/0

Moved: Cr Dickinson Seconded: Cr Belli Res: 104/19

That Council Resolved;

- 2. Endorse the following table of Key Result Areas (KAR's) being set as the Chief Executive Officer KRA's for achievement in 2019/20 financial year.**

Voting Requirements: Absolute Majority Carried: 7/0

Moved: Cr Richardson Seconded: Cr Smith Res: 105/19

That Council Resolved;

- 3. Endorse the amendments to the Chief Executive Officer's employment contract as outlined in the attached document.**

Voting Requirements: Absolute Majority Carried: 7/0

Moved: Cr Goldfinch Seconded: Cr Major Res: 106/19

That Council Resolved;

- 4. Endorse the amendments becoming the new employment contract and effective from the 8 October 2019 with all other employment conditions remaining unchanged.**

Voting Requirements: Absolute Majority Carried: 7/0

Moved: Cr Dickinson Seconded: Cr Smith Res: 107/19

That Council Resolved;

- 5. Endorse the Shire President and Deputy Shire President signing the amended employment contract and a fixing the Shire of Ravensthorpe Common Seal.**

Voting Requirements: Absolute Majority Carried: 7/0

6:00pm CEO returned to the room.

Moved: Cr Richardson Seconded: Cr Belli Res: 108/19

COUNCIL DECISION


- 1. That Council re-open the meeting to the public.**

Voting Requirements: Majority

Carried: 7/0

6. CLOSURE OF MEETING – 6:45PM

These minutes were confirmed at the meeting of the 15 October 2019

Signed: 
(Presiding Person at the meeting of which the minutes were confirmed.)

Date: 15 October 2019