



CITY OF VINCENT

SPECIAL COUNCIL MEETING

13 OCTOBER 2015

Notice of Meeting and Agenda

Notice is hereby given that a Special Council Meeting of the City of Vincent will be held at the Administration and Civic Centre, at 244 Vincent Street (corner Loftus Street), Leederville, on **Tuesday, 13 October 2015** at 6.00pm.

The purpose of the meeting is to confidentially discuss the Chief Executive Officer's Performance Review. The discussion will occur behind closed doors and will not be open to the public.

Len Kosova
CHIEF EXECUTIVE OFFICER

ENHANCING AND CELEBRATING OUR DIVERSE COMMUNITY

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PROCEDURE FOR PUBLIC SPEAKING TIME

The City of Vincent Local Law Relating to Standing Orders prescribes the procedure for persons to ask questions or make public statements relating to a matter affecting the City, either verbally or in writing, at a Council meeting.

Questions or statements made at a Special Meeting of the Council must only relate to the purpose for which the meeting has been called.

1. Shortly after the commencement of the meeting, the Presiding Member will ask members of the public to come forward to address the Council and to give their name, address and Agenda Item number (if known).
2. Public speaking time will be strictly limited to three (3) minutes per member of the public.
3. Members of the public are encouraged to keep their questions/statements brief to enable everyone who desires to ask a question or make a statement to have the opportunity to do so.
4. Public speaking time is declared closed when there are no further members of the public who wish to speak.
5. Questions/statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a Council Member or City Employee.
6. Where the Presiding Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not affect the City, he may ask the person speaking to promptly cease.
7. Questions/statements and any responses will be summarised and included in the Minutes of the Council meeting.
8. Where practicable, responses to questions will be provided at the meeting. Where the information is not available or the question cannot be answered, it will be *"taken on notice"* and a written response will be sent by the Chief Executive Officer to the person asking the question. A copy of the reply will be included in the Agenda of the next Ordinary meeting of the Council.
9. It is not intended that public speaking time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the Local Government Act 1995 or the Freedom of Information (FOI) Act 1992. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

RECORDING OF COUNCIL MEETINGS

- ◆ All Ordinary and Special Council Meetings are electronically recorded (both visual and audio), except when the Council resolves to go behind closed doors;
- ◆ All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office;
- ◆ A copy of the recorded proceedings and/or a transcript of a particular section or all of a Council meeting is available in accordance with Policy No. 4.2.4 - Council Meetings – Recording and Access to Recorded Information.

SPECIAL COUNCIL MEETING

ORDER OF BUSINESS

1. (a) Declaration of Opening

(b) Acknowledgement of Country Statement

“Today we meet on the lands of the Nyoongar people and we honour them as the traditional custodians of this land”.

2. Apologies/Members on Approved Leave of Absence

Nil.

3. Public Question Time and Receiving of Public Statements

Under Section 7(4)(b) of the Local Government (Administration) Regulations 1996, Council at a Special Meeting is not required to answer a question that does not relate to the purpose of the meeting.

4. Applications for Leave of Absence

Nil.

5. Announcements by the Presiding Member (Without Discussion)

6. Declaration of Interests

- 6.1 Financial - Local Government Act 1995, s5.60A
- 6.2 Proximity - Local Government Act 1995, s5.60B
- 6.3 Impartiality - Local Government (Administration) Regulations 34

7. Reports

- 7.1 CONFIDENTIAL ITEM: Chief Executive Officer's Annual Performance Review

8. Closure

7.1 CONFIDENTIAL REPORT: Chief Executive Officer's Annual Performance Review

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| Ward: | - | Date: | 7 October 2015 |
| Precinct: | - | File Ref: | P/F |
| Attachments: | 1 – Consultant's Report | | |
| Tabled Items: | Nil | | |
| Reporting Officer: | Mayor John Carey and Paul Syme – Consultant Portland Broome | | |
| Responsible Officer: | Mayor John Carey | | |

DETAILS:

Pursuant to Section 5.23(2) of the Local Government Act 1995 and clause 2.14 of the City of Vincent Local Law Relating to Standing Orders, this item is to be discussed "behind closed doors" as it relates to the Chief Executive Officer's Annual Performance Review.