

# minutes

**Chief Executive Officer**  
Performance Review Committee

MEETING HELD ON **TUESDAY 14 SEPTEMBER 2015**

## TABLE OF CONTENTS

<b>Item No.</b>	<b>Title</b>	<b>Page No.</b>
	<b>Declaration of Opening</b>	<b>3</b>
	<b>Declarations of Interest</b>	<b>3</b>
	<b>Apologies/Leave of absence</b>	<b>4</b>
	<b>Confirmation of Minutes</b>	<b>4</b>
	<b>Announcements by the Presiding Member without discussion</b>	<b>5</b>
	<b>Identification of matters for which the meeting may be closed to the public</b>	<b>5</b>
	<b>Petitions and deputations</b>	<b>5</b>
	<b>Reports</b>	<b>6</b>
1	Confidential – Chief Executive Officer Concluded Annual Performance Review – [74574]	6
2	Confidential – Annual Salary Review – Chief Executive Officer – [74574]	8
	<b>Urgent Business</b>	<b>10</b>
	<b>Motions of which previous notice has been given</b>	<b>10</b>
	<b>Requests for Reports for future consideration</b>	<b>10</b>
	<b>Closure</b>	<b>10</b>

## CITY OF JOONDALUP

### MINUTES OF THE CHIEF EXECUTIVE OFFICER – PERFORMANCE REVIEW COMMITTEE MEETING HELD IN CONFERENCE ROOM 3, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY 14 SEPTEMBER 2015.

#### ATTENDANCE

##### Committee Members

Cr Russ Fishwick, JP      *Presiding Member*  
Mayor Troy Pickard  
Cr Geoff Amphlett, JP  
Cr Brian Corr  
Cr Tom McLean, JP  
Cr Mike Norman      *Deputy Presiding Member*  
Cr Sam Thomas

##### Officers

Mr Mike Tidy      Director Corporate Services  
Mr Brad Sillence      Manager Governance

##### Observers

Cr Kerry Hollywood  
Cr Teresa Ritchie

#### DECLARATION OF OPENING

The Presiding Member declared the meeting open at 6.32pm.

#### DECLARATIONS OF INTEREST

##### Disclosures of Financial Interest

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration. An employee is required to disclose their financial interest and if required to do so by the Council must disclose the extent of the interest. Employees are required to disclose their financial interests where they are required to present verbal or written reports to the Council. Employees are able to continue to provide advice to the Council in the decision making process if they have disclosed their interest.

<b>Name/Position</b>	<b>Mr Garry Hunt – Chief Executive Officer.</b>
<b>Item No./Subject</b>	Item 1 – Confidential – Chief Executive Officer Concluded Annual Performance Review.
<b>Nature of interest</b>	Financial.
<b>Extent of Interest</b>	Mr Hunt holds the position of Chief Executive Officer.

<b>Name/Position</b>	<b>Mr Garry Hunt – Chief Executive Officer.</b>
<b>Item No./Subject</b>	Item 2 – Confidential – Annual Salary Review – Chief Executive Officer.
<b>Nature of interest</b>	Financial.
<b>Extent of Interest</b>	Mr Hunt holds the position of Chief Executive Officer.

**Disclosures of interest affecting impartiality**

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

<b>Name/Position</b>	<b>Mr Mike Tidy – Director Corporate Services.</b>
<b>Item No./Subject</b>	Item 1 – Confidential – Chief Executive Officer Concluded Annual Performance Review.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Due to the nature of his employment relationship with the Chief Executive Officer.

<b>Name/Position</b>	<b>Mr Mike Tidy – Director Corporate Services.</b>
<b>Item No./Subject</b>	Item 2 – Confidential – Annual Salary Review – Chief Executive Officer.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Due to the nature of his employment relationship with the Chief Executive Officer.

**APOLOGIES/LEAVE OF ABSENCE**

**Leave of Absence previously approved**

Cr Liam Gobbert      15 September 2015.

**CONFIRMATION OF MINUTES**

**MINUTES OF THE CHIEF EXECUTIVE OFFICER – PERFORMANCE REVIEW  
 COMMITTEE HELD 9 SEPTEMBER 2015**

**MOVED** Cr Norman, **SECONDED** Cr Amphlett that the minutes of the meeting of the Chief Executive Officer – Performance Review Committee held on 9 September 2015 be confirmed as a true and correct record.

**The Motion was Put and**

**CARRIED (7/0)**

**In favour of the Motion:** Cr Fishwick, Mayor Pickard, Crs Amphlett, Corr, McLean, Norman and Thomas.

**ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

**IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

In accordance with Clause 5.2 of the City's *Meeting Procedures Local Law 2013*, this meeting was not open to the public.

**PETITIONS AND DEPUTATIONS**

Nil.

## REPORTS

### Disclosure of Financial Interest

<b>Name/Position</b>	<b>Mr Garry Hunt – Chief Executive Officer.</b>
<b>Item No./Subject</b>	Item 1 – Confidential – Chief Executive Officer Concluded Annual Performance Review.
<b>Nature of interest</b>	Financial.
<b>Extent of Interest</b>	Mr Hunt holds the position of Chief Executive Officer.

### Disclosure of interest that may affect impartiality

<b>Name/Position</b>	<b>Mr Mike Tidy – Director Corporate Services.</b>
<b>Item No./Subject</b>	Item 1 – Confidential – Chief Executive Officer Concluded Annual Performance Review.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Due to the nature of his employment relationship with the Chief Executive Officer.

## **ITEM 1                      CONFIDENTIAL – CHIEF EXECUTIVE OFFICER CONCLUDED ANNUAL PERFORMANCE REVIEW**

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services
<b>FILE NUMBER</b>	74574
<b>ATTACHMENT</b>	Attachment 1            Confidential Chief Executive Officer Concluded Annual Performance Review Report

(to be distributed under separate cover prior to the meeting)

<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
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This report is confidential in accordance with Section 5.23(2)(a) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

*a matter affecting an employee.*

A full report was provided to Elected Members under separate cover. The report is not for publication.

## OFFICER'S RECOMMENDATION

That Council:

- 1 ADOPTS the Chief Executive Officer - Performance Review Committee's Confidential Concluded Annual Performance Review Report as in Attachment 1 to this Report and endorses the overall rating of .....(to be determined by the committee);
- 2 ADOPTS the Key Performance Indicators for the next review period as detailed in Attachment 1 to this Report.

*The Presiding Member requested that parts 1 and 2 be dealt with separately.*

**MOVED Mayor Pickard, SECONDED Cr Amphlett that Council:**

- 1 **ADOPTS the Chief Executive Officer - Performance Review Committee's Confidential Concluded Annual Performance Review Report as in Attachment 1 to this Report and endorses the overall rating of "meets expectations and in addition acknowledges that overall, the Chief Executive Officer's performance met the requirements as Chief Executive Officer to the highest standard in his role as Chief Executive Officer of the City of Joondalup for the period of the review";**

**The Motion was Put and**

**CARRIED (7/0)**

**In favour of the Motion:** Cr Fishwick, Mayor Pickard, Crs Amphlett, Corr, McLean, Norman and Thomas.

**MOVED Mayor Pickard, SECONDED Cr Amphlett that Council:**

- 2 **ADOPTS the Key Performance Indicators for the next review period as detailed in Attachment 1 to this Report.**

**The Motion was Put and**

**CARRIED (7/0)**

**In favour of the Motion:** Cr Fishwick, Mayor Pickard, Crs Amphlett, Corr, McLean, Norman and Thomas.

**Disclosure of Financial Interest**

<b>Name/Position</b>	<b>Mr Garry Hunt – Chief Executive Officer.</b>
<b>Item No./Subject</b>	Item 2 – Confidential – Annual Salary Review – Chief Executive Officer.
<b>Nature of interest</b>	Financial.
<b>Extent of Interest</b>	Mr Hunt holds the position of Chief Executive Officer.

**Disclosure of interest that may affect impartiality**

<b>Name/Position</b>	<b>Mr Mike Tidy – Director Corporate Services.</b>
<b>Item No./Subject</b>	Item 2 – Confidential – Annual Salary Review – Chief Executive Officer.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Due to the nature of his employment relationship with the Chief Executive Officer.

**ITEM 2                      CONFIDENTIAL – ANNUAL SALARY REVIEW -  
CHIEF EXECUTIVE OFFICER**

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services
<b>FILE NUMBER</b>	74574
<b>ATTACHMENT</b>	Attachment 1      Confidential Report Annual Salary Review – Chief Executive Officer (to be distributed under separate cover prior to the meeting)
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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

*a matter affecting an employee.*

A full report was provided to Elected Members under separate cover. The report is not for publication.

**OFFICER’S RECOMMENDATION**

That Council giving consideration to the Confidential Report – Annual Salary Review – Chief Executive Officer as at Attachment 1 to this Report, ADOPTS the Chief Executive Officer’s total reward package for the 2015 annual salary review as \$ (to be determined by the Committee).



**MOVED Cr Fishwick** that Council giving consideration to the Confidential Report – Annual Salary Review – Chief Executive Officer as at Attachment 1 to this Report, **ADOPTS** the Chief Executive Officer’s total reward package for the 2015 annual salary review as \$381,327.

**There being no Seconder the Motion**

**LAPSED**

**MOVED Cr McLean, SECONDED Cr Thomas** that Council giving consideration to the Confidential Report – Annual Salary Review – Chief Executive Officer as at Attachment 1 to this Report, **ADOPTS** the Chief Executive Officer’s total reward package for the 2015 annual salary review to remain at the maximum of Band 1 as determined by the Salaries and Allowances Tribunal, being \$370,220.

**The Motion was Put and**

**CARRIED (6/1)**

**In favour of the Motion:** Mayor Pickard, Crs Amphlett, Corr, McLean, Norman and Thomas.

**Against the Motion:** Cr Fishwick.

**URGENT BUSINESS**

Nil.

**MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION**

Nil.

**CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 7.05pm; the following Committee Members being present at that time:

Cr Russ Fishwick, JP  
Mayor Troy Pickard  
Cr Geoff Amphlett, JP  
Cr Brian Corr  
Cr Tom McLean, JP  
Cr Mike Norman  
Cr Sam Thomas