

minutes

Chief Executive Officer
Performance Review Committee

MEETING HELD ON **MONDAY 21 AUGUST 2017**

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CITY OF JOONDALUP

MINUTES OF THE CHIEF EXECUTIVE OFFICER – PERFORMANCE REVIEW COMMITTEE MEETING HELD IN CONFERENCE ROOM 2, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY 21 AUGUST 2017.

ATTENDANCE

Committee Members

Cr Russ Fishwick, JP	<i>Presiding Member</i>	
Mayor Troy Pickard		<i>from 5.55pm</i>
Cr Russell Poliwka		<i>from 5.47pm</i>
Cr John Logan		
Cr Kerry Hollywood		
Cr Mike Norman	<i>Deputy Presiding Member</i>	<i>from 5.55pm</i>
Cr Nige Jones		<i>Absent from 7.23pm to 7.24pm</i>

Observers

Cr John Chester

Officers

Mr Mike Tidy	Director Corporate Services
Mr Brad Sillence	Manager Governance

Guests

Mr John Phillips JCP Consulting

DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.45pm.

DECLARATIONS OF INTEREST

Disclosures of Financial / Proximity 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.

Name/Position	Mr Garry Hunt – Chief Executive Officer.
Item No./Subject	Item 1 – Confidential - Chief Executive Officer Annual Performance Review - Pre Interview Report.
Nature of interest	Financial.
Extent of Interest	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.

Name/Position	Mr Mike Tidy – Director Corporate Services.
Item No./Subject	Item 1 – Confidential - Chief Executive Officer Annual Performance Review - Pre Interview Report.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Due to the nature of Mr Tidy's employment relationship with the Chief Executive Officer.

APOLOGIES/LEAVE OF ABSENCE

Leave of Absence previously approved

Cr Nige Jones	30 August to 4 September 2017 inclusive;
Cr John Logan	10 September to 17 September 2017 inclusive;
Cr Mike Norman	10 September to 22 September 2017 inclusive;
Cr Liam Gobbert	12 September 2017;
Cr Sophie Dwyer	23 September to 8 October 2017 inclusive;
Cr Nige Jones	25 September to 11 October 2017 inclusive.

CONFIRMATION OF MINUTES

MINUTES OF THE CHIEF EXECUTIVE OFFICER – PERFORMANCE REVIEW COMMITTEE HELD ON 6 JUNE 2017

MOVED Cr Hollywood **SECONDED** Cr Logan that the minutes of the meeting of the Chief Executive Officer – Performance Review Committee held on 6 June 2017 be confirmed as a true and correct record.

The Motion was Put and

CARRIED (4/0)

In favour of the Motion: Crs Fishwick, Hollywood, Jones and Logan.

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.

REPORT

Disclosure of Financial/Proximity Interest

Name/Position	Mr Garry Hunt – Chief Executive Officer.
Item No./Subject	Item 1 – Confidential - Chief Executive Officer Annual Performance Review - Pre Interview Report.
Nature of interest	Financial.
Extent of Interest	Mr Hunt holds the position of Chief Executive Officer.

Disclosure of interest affecting impartiality

Name/Position	Mr Mike Tidy – Director Corporate Services.
Item No./Subject	Item 1 – Confidential - Chief Executive Officer Annual Performance Review - Pre Interview Report.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Due to the nature of Mr Tidy's employment relationship with the Chief Executive Officer.

ITEM 1 CONFIDENTIAL - CHIEF EXECUTIVE OFFICER ANNUAL PERFORMANCE REVIEW – PRE-INTERVIEW REPORT

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	74574
ATTACHMENTS	Attachment 1 Chief Executive Officer Annual Performance Review 2017 Report by Consultant on Elected Member Feedback (Confidential - distributed separately) Attachment 2 Chief Executive Officer's Self Evaluation Report – CEO Performance Review 2017 (Confidential – previously distributed separately to all Elected Members) <i>(Please Note: The Report and Attachments are confidential and will appear in the official Minute Book only)</i>
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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 or employees.

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

Cr Poliwka entered the room at 5.47pm.

MOVED Cr Poliwka, SECONDED Cr Jones that the Chief Executive Officer Performance Review Committee:

- 1 NOTES that the requirements of clause 11.2(c) of the Chief Executive Officer’s contract in relation to the Chief Executive Officer completing a self-evaluation report assessing his performance against the prescribed Key Performance Indicators have been met;**
- 2 RECEIVES the Chief Executive Officer’s Self Evaluation Report on his performance;**
- 3 NOTES that the requirements of clause 11.2(e)(ii) of the Chief Executive Officer’s contract in relation to inviting all Elected Members to make written comments on the Chief Executive Officer’s performance have been met;**
- 4 RECEIVES the Consultant’s Report on Elected Member feedback.**

The Motion was Put and

CARRIED (5/0)

In favour of the Motion: Crs Fishwick, Hollywood, Jones, Logan and Poliwka.

Mayor Pickard and Cr Norman entered the room at 5.55pm.

MOVED Cr Poliwka, SECONDED Cr Hollywood that the Chief Executive Officer Performance Review Committee:

- 5 ENDORSES the removal of the Key Focus Area - Diversity from the draft 2017-18 Key Performance Indicators for the Chief Executive Officer;**

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan, Norman and Poliwka.

MOVED Mayor Pickard, SECONDED Cr Fishwick that the Chief Executive Officer Performance Review Committee:

- 6 AMENDS the Key Focus Area - Arts and Cultural Development with measure “Improve the vibrancy of the Joondalup CBD.” to read Key Focus Area - Economic Development with measure “Improve the vibrancy of the Joondalup CBD.”;**

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan, Norman and Poliwka.

MOVED Mayor Pickard, SECONDED Cr Hollywood that the Chief Executive Officer Performance Review Committee:

- 7 AMENDS the Joondalup Performing Arts and Cultural Facility Major Project measure to “Concept Plan Review” and the deliverable to read “Undertake a Comprehensive review the current Joondalup Performing Arts and Cultural Facility Concept Plan addressing inter-government financial support, community support and scope.”;**

AMENDMENT MOVED Cr Norman, SECONDED Cr Logan that the motion be amended by the deletion of the work “current”.

The Amendment was Put and

CARRIED (5/2)

In favour of the Amendment: Cr Fishwick, Mayor Pickard, Crs Hollywood, Logan and Norman.
Against the Amendment: Crs Jones and Poliwka.

The Original Motion as amended, being:

That the Chief Executive Officer Performance Review Committee:

- 7 AMENDS the Joondalup Performing Arts and Cultural Facility Major Project measure to “Concept Plan Review” and the deliverable to read “Undertake a Comprehensive review the Joondalup Performing Arts and Cultural Facility Concept Plan addressing inter-government financial support, community support and scope.”;**

Was Put and

CARRIED (5/2)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Logan and Norman.
Against the Motion: Crs Jones and Poliwka.

MOVED Mayor Pickard, SECONDED Cr Logan that the Chief Executive Officer Performance Review Committee:

- 8 DELETES the measure “District Planning Scheme No. 3”, “Joondalup Activity Centre Structure Plan” and “Land Use and Transportation Strategy” from Key Focus Area – Major Projects, and inserts the following new measure:**

“Investigate and report on the provision of an NPL Stadium proposal at Percy Doyle Reserve.” with a deliverable of a report to Council;

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan, Norman and Poliwka.

MOVED Cr Poliwka, SECONDED Cr Jones that the Chief Executive Officer Performance Review Committee:

- 9 INSERTS the following new measure under the Key Focus Area – Major Projects:**

“Report to Council on an agreed project deliverables and timeframe for the Edgewater Quarry Master Plan.” with a deliverable of a report to Council;

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan, Norman and Poliwka.

MOVED Mayor Pickard, SECONDED Cr Norman that the Chief Executive Officer Performance Review Committee:

- 10 ADOPTS the “Committees of Council” measure under the Key Focus Area – Governance;**

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan, Norman and Poliwka.

MOVED Cr Norman, SECONDED Mayor Pickard that the Chief Executive Officer Performance Review Committee:

11 INSERTS a new measure under the Key Focus Area – Financial Sustainability to read as follows:

“Undertake a strategic review of the City’s Asset and Maintenance Program.”;

The Motion was Put and

CARRIED (6/1)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan and Norman.

Against the Motion: Cr Poliwka.

MOVED Cr Hollywood, SECONDED Cr Poliwka that the Chief Executive Officer Performance Review Committee:

12 AMENDS the new measure under the Key Focus Area – Financial Sustainability to read *“Review of operating expenditure including Elected Member expenses.”;*

The Motion was Put and

CARRIED (6/1)

In favour of the Motion: Crs Fishwick, Hollywood, Jones, Logan, Norman and Poliwka.

Against the Motion: Mayor Pickard.

MOVED Cr Poliwka, SECONDED Cr Logan that the Chief Executive Officer Performance Review Committee:

13 RETAINS the measure “International Business Relationship Review” under the Key Focus Area – Stakeholder Engagement;

The Motion was Put and

LOST (3/4)

In favour of the Motion: Crs Jones, Logan and Poliwka.

Against the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood and Norman.

Cr Jones left the meeting at 7.23pm and returned at 7.24pm.

MOVED Cr Hollywood, SECONDED Cr Jones that the Chief Executive Officer Performance Review Committee:

- 13 ADOPTS the 2016-17 Key Performance Indicators, as amended by the Chief Executive Officer Performance Review Committee being included in the draft 2017-18 Key Performance Indicators for the Chief Executive Officer.**

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Fishwick, Mayor Pickard, Crs Hollywood, Jones, Logan, Norman and Poliwka.

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 7.30pm; the following Committee Members being present at that time:

Cr Russ Fishwick, JP
Mayor Troy Pickard
Cr Russell Poliwka
Cr John Logan
Cr Kerry Hollywood
Cr Mike Norman
Cr Nige Jones