

minutes

Chief Executive Officer
Performance Review Committee

MEETING HELD ON **MONDAY 2 JULY 2018**

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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 2 JULY 2018.

ATTENDANCE

Committee Members

Mayor Hon. Albert Jacob, JP	<i>Presiding Member</i>
Cr Tom McLean	<i>Deputy Presiding Member</i>
Cr Russell Poliwka	<i>deputising for Cr May</i>
Cr Philippa Taylor	
Cr Russ Fishwick, JP	
Cr John Chester	
Cr Mike Norman	

from 5.49pm

Officers

Mr Mike Tidy	Director Corporate Services
Mr Brad Sillence	Manager Governance

DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.46pm.

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 - Consultant to Support Chief Executive Officer Performance Review Committee.
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 - Consultant to Support Chief Executive Officer Performance Review Committee.
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

Apology

Cr Christopher May.

Leave of Absence previously approved

Cr Christine Hamilton-Prime	18 June to 6 July 2018 inclusive;
Cr John Logan	1 to 15 July 2018 inclusive;
Cr Mike Norman	22 July to 4 August 2018 inclusive;
Cr Russell Poliwka	26 July to 28 August inclusive.

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

Name/Position	Mr Garry Hunt – Chief Executive Officer.
Item No./Subject	Item 1 – Confidential - Consultant to Support Chief Executive Officer Performance Review Committee.
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 - Consultant to Support Chief Executive Officer Performance Review Committee.
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 CONSULTANT TO SUPPORT CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	74574, 101515
ATTACHMENT	Attachment 1 Summary of Respondents to Consultancy Request for Quotation Attachment 2 Submissions to Consultancy Request for Quotation (Please Note: <i>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 Taylor entered the room at 5.49pm.

OFFICER'S RECOMMENDATION

That the Chief Executive Officer Performance Review Committee REQUESTS that the consultant appointed as the external and independent HR expert for the Chief Executive Officer Performance Review Committee to consult with and seek guidance from and to facilitate the review of the Chief Executive Officer's performance for 2018 be _____.

MOVED Mayor Jacob, SECONDED Cr Fishwick that the Chief Executive Officer Performance Review Committee REQUESTS that the consultant appointed as the external and independent HR expert for the Chief Executive Officer Performance Review Committee to consult with and seek guidance from and to facilitate the review of the Chief Executive Officer's performance for 2018 be Learning Horizons.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Fishwick, McLean, Norman, Poliwka and Taylor.

CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 6.08pm; the following Committee Members being present at that time:

Mayor Hon. Albert Jacob, JP
Cr John Chester
Cr Russ Fishwick, JP
Cr Tom McLean
Cr Mike Norman
Cr Russell Poliwka
Cr Philippa Taylor