

minutes

Chief Executive Officer
Recruitment and Performance
Review Committee

MEETING HELD ON **TUESDAY 11 AUGUST 2020**

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CITY OF JOONDALUP

MINUTES OF THE SPECIAL CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE MEETING HELD IN THE COUNCIL CHAMBER, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON TUESDAY 11 AUGUST 2020.

ATTENDANCE

Committee Members

Cr Russ Fishwick, JP	<i>Presiding Member</i>	
Mayor Hon. Albert Jacob, JP	<i>Deputy Presiding Member</i>	<i>absent from 5.28pm to 5.29pm</i>
Cr John Chester		
Cr Kerry Hollywood		<i>from 5.02pm</i>
Cr Tom McLean, JP	<i>Deputising for Cr Hollywood</i>	<i>until 5.02pm</i>
Cr Russell Poliwka		
Cr John Raftis		<i>from 5.05pm</i>
Cr Philippa Taylor		

Observers

Cr Suzanne Thompson		<i>from 5.47pm</i>
Cr John Logan		
Cr Tom McLean, JP		<i>from 5.02pm</i>
Cr Christine Hamilton-Prime, JP		<i>from 5.05pm</i>

Officers

Mr Garry Hunt	Chief Executive Officer	<i>from 5.02pm</i>
Mr Brad Sillence	Manager Governance	
Mr Glenn Heaperman	Manager Human Resource Services	

Guests

Mr Geoff Blades	Partner, Lester Blades
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DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.01pm.

Cr Hollywood entered the meeting room at 5.02pm.

The Chief Executive Officer entered the meeting room at 5.02pm.

DECLARATIONS OF INTEREST

Disclosures of Financial Interest / Proximity Interest

Nil.

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	Cr Russ Fishwick, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Fishwick.

Name/Position	Mayor Albert Jacob, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Mayor Jacob.

Name/Position	Cr John Chester.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Chester.

Name/Position	Cr John Logan.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Logan.

Name/Position	Cr Philippa Taylor.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Taylor.

Name/Position	Cr Kerry Hollywood.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Hollywood.

Name/Position	Cr Russell Poliwka.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	One of the applicants is known to Cr Poliwka.

Name/Position	Cr John Raftis.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	One of the applicants is known to Cr Raftis.

Name/Position	Cr Tom McLean, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr McLean.

Name/Position	Cr Christine Hamilton-Prime, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Hamilton-Prime.

Name/Position	Cr Suzanne Thompson.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	One of the applicants is known to Cr Thompson.

Name/Position	Mr Garry Hunt, Chief Executive Officer.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Mr Hunt is the current Chief Executive Officer. His contract expires on 18 December 2020. Mr Hunt will not be an applicant.

Name/Position	Mr Garry Hunt, Chief Executive Officer.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Mr Hunt.

APOLOGIES / LEAVE OF ABSENCE

Leave of Absence previously approved

Cr John Logan
Cr Russell Poliwka

23 to 30 August 2020 inclusive;
2 to 12 September 2020 inclusive.

ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

Cr Raftis entered the meeting room at 5.05pm.

Cr Hamilton-Prime entered the meeting room at 5.05pm.

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

Disclosures of interest affecting impartiality

Name/Position	Cr Russ Fishwick, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Fishwick.

Name/Position	Mayor Albert Jacob, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Mayor Jacob.

Name/Position	Cr John Chester.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Chester.

Name/Position	Cr John Logan.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Logan.

Name/Position	Cr Philippa Taylor.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Taylor.

Name/Position	Cr Kerry Hollywood.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Hollywood.

Name/Position	Cr Russell Poliwka.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	One of the applicants is known to Cr Poliwka.

Name/Position	Cr John Raftis.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	One of the applicants is known to Cr Raftis.

Name/Position	Cr Tom McLean, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr McLean.

Name/Position	Cr Christine Hamilton-Prime, JP.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Cr Hamilton-Prime.

Name/Position	Cr Suzanne Thompson.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	One of the applicants is known to Cr Thompson.

Name/Position	Mr Garry Hunt, Chief Executive Officer.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Mr Hunt is the current Chief Executive Officer. His contract expires on 18 December 2020. Mr Hunt will not be an applicant.

Name/Position	Mr Garry Hunt, Chief Executive Officer.
Item No./Subject	Item 1 - Confidential - Selection of Preferred Applicants to Interview for Position of Chief Executive Officer.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Some of the applicants are known to Mr Hunt.

ITEM 1 CONFIDENTIAL – SELECTION OF PREFERRED APPLICANTS TO INTERVIEW FOR POSITION OF CHIEF EXECUTIVE OFFICER

WARD All

RESPONSIBLE DIRECTOR Mr Garry Hunt
Office of the CEO

FILE NUMBER 74574

ATTACHMENT Attachment 1 Position Description (including selection criteria).
Attachment 2 Example Advertisement.
Attachment 3 Recommendation Reports for shortlisted applicants.

(Please Note: The Report and Attachment are confidential and will appear in the official Minute Book only)

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)(e)(iii) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

Information about the business, professional, commercial or financial affairs of a person.

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

Mayor Jacob left the meeting room at 5.28pm and returned at 5.29pm.

Cr Thompson entered the meeting room at 5.47pm.

MOVED Mayor Jacob, SECONDED Cr Hollywood that the Chief Executive Officer Recruitment and Performance Review Committee:

- 1 NOTES the recommended shortlisted applicants for the position of Chief Executive Officer as provided by the City's Chief Executive Officer Recruitment Consultant and as detailed in this Report;**
- 2 SELECTS applicants 1, 2, 5 and 10 as detailed in this Report, as the preferred applicants for the position of Chief Executive Officer for further interview by the Chief Executive Officer Recruitment and Performance Review Committee.**

The Motion was Put and

CARRIED (7/0)

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

CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 5.57pm; the following Committee Members being present at that time:

Cr Russ Fishwick, JP
Mayor Hon. Albert Jacob, JP
Cr John Chester
Cr Kerry Hollywood
Cr Russell Poliwka
Cr John Raftis
Cr Philippa Taylor