

minutes

Chief Executive Officer
Recruitment and Performance
Review Committee

MEETING HELD ON **TUESDAY 24 NOVEMBER 2020**

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CITY OF JOONDALUP

MINUTES OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE MEETING HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON TUESDAY 24 NOVEMBER 2020.

ATTENDANCE

Committee Members

Cr Russ Fishwick, JP	<i>Presiding Member</i>	
Mayor Hon. Albert Jacob, JP	<i>Deputy Presiding Member</i>	
Cr John Chester		
Cr Tom McLean, JP	<i>Deputising for Cr Kerry Hollywood</i>	<i>until 5.32pm</i>
Cr Kerry Hollywood		<i>from 5.32pm</i>
Cr Russell Poliwka		
Cr John Raftis		
Cr Philippa Taylor		

Observers

Cr John Logan	<i>from 5.37pm</i>
Cr Tom McLean, JP	<i>from 5.32pm</i>
Cr Christine Hamilton-Prime, JP	

Officers

Mr Garry Hunt	Chief Executive Officer
Mr Brad Sillence	Manager Governance
Mr Glenn Heaperman	Manager Human Resource Services

DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.30pm.

DECLARATIONS OF INTEREST

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 Hon. 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 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	Some of the applicants are 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	Some of the applicants are known to Cr Raftis.

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 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 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 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	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.

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 and is not an applicant.

APOLOGIES / LEAVE OF ABSENCE

Leave of Absence Previously approved

Cr Russ Fishwick, JP
Cr John Chester

25 to 29 November 2020 inclusive.
20 November to 11 December 2020 inclusive.

CONFIRMATION OF MINUTES

MINUTES OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE HELD ON 14 OCTOBER 2020

MOVED Mayor Jacob, SECONDED Cr Fishwick that the minutes of the meeting of the Chief Executive Officer Recruitment and Performance Review Committee held on 14 October 2020 be confirmed as a true and correct record.

The Motion was Put and

CARRIED (7/0)

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

Cr Hollywood entered the Meeting Room at 5.32pm.

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

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 Hon. 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 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	Some of the applicants are 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	Some of the applicants are known to Cr Raftis.

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 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 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 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	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.

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 and is not an applicant.

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 Longlist Report for shortlisted applicants <i>(Please Note: The Report and Attachment 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)(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.

OFFICER'S RECOMMENDATION

That the Chief Executive Officer Recruitment and Performance Review Committee:

- 1 NOTES the Longlist Report of applicants for the position of Chief Executive Officer as provided by the City's Chief Executive Officer Recruitment Consultant and as detailed in Attachment 2 to this Report;
- 2 CONSIDERS selecting up to four preferred applicants for the position of Chief Executive Officer for further interview by the Chief Executive Officer Recruitment and Performance Review Committee;
- 3 CONFIRMS the date to conduct interviews of preferred applicants for the position of Chief Executive Officer as detailed in this Report.

The Presiding Member indicated he would deal with each Part of the Motion separately.

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

- 1 **NOTES the Longlist Report of applicants for the position of Chief Executive Officer as provided by the City's Chief Executive Officer Recruitment Consultant and as detailed in Attachment 2 to this Report;**

The Motion was Put and

CARRIED (7/0)

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

Cr Logan entered the Meeting Room at 5.37pm.

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

- 2** having considered the highest rated applicants as advised in a confidential memorandum by the Chief Executive Officer to Elected Members on Friday 20 November 2020, **SELECTS** applicants 9, 10, 12 and 15 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;

AMENDMENT MOVED Cr Poliwka, SECONDED Cr Raftis that Part 2 of the Motion be amended to read as follows:

- “2 having considered the highest rated applicants as advised in a confidential memorandum by the Chief Executive Officer to Elected Members on Friday 20 November 2020, **SELECTS** applicants 1, 9, 10, 12 and 15 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

LOST (3/4)

In favour of the Motion: Crs Chester, Poliwka and Raftis.

Against the Motion: Cr Fishwick, Mayor Jacob, Crs Hollywood and Taylor.

The Motion as MOVED Cr Hollywood, SECONDED Mayor Jacob was Put and

CARRIED (6/1)

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

Against the Motion: Cr Poliwka.

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

- 3 CONFIRMS Monday 30 November 2020 as the date to conduct interviews of preferred applicants as detailed in part 2 above, for the position of Chief Executive Officer.**

The Motion was Put and

CARRIED (7/0)

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

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 5.55pm; 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