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## **Chief Executive Officer** Recruitment and Performance Review Committee

MEETING HELD ON

**MONDAY 30 NOVEMBER 2020**

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## **CITY OF JOONDALUP**

**MINUTES OF THE SPECIAL CHIEF EXECUTIVE OFFICER RECRUITMENT AND  
PERFORMANCE REVIEW COMMITTEE MEETING HELD IN CONFERENCE ROOM 1,  
JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY  
30 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 Kerry Hollywood	
Cr Russell Poliwka	
Cr John Raftis	
Cr Philippa Taylor	

#### **Officers**

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

#### **Guest**

Mr Geoff Blades	Partner, Lester Blades
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### **DECLARATION OF OPENING**

The Presiding Member declared the meeting open at 9.00am.

## 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.

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

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

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

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

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

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

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

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

<b>Name/Position</b>	<b>Mr Garry Hunt, Chief Executive Officer.</b>
<b>Item No./Subject</b>	Item 1 - Confidential - Interview of Preferred Applicants for Position of Chief Executive Officer.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	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 John Chester

20 November to 11 December 2020 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.

**PROCEDURAL MOTION – ADJOURNMENT OF MEETING**

**MOVED** Cr Fishwick, **SECONDED** Mayor Jacob that the meeting of the Chief Executive Officer Recruitment and Performance Review Committee **BE ADJOURNED** until such time as the interviews with the all the preferred applicants for the position of Chief Executive Officer are held and concluded.

**The Procedural Motion was Put and**

**CARRIED (7/0)**

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

The meeting **ADJOURNED** at 9.04am on 30 November 2020 with 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

## **RESUMPTION OF MEETING**

Following the interviews with the preferred applicants for the position of Chief Executive Officer, the Presiding Member declared the **Special Chief Executive Officer Recruitment and Performance Review Committee** meeting **RESUMED** at 4.00pm on Monday 30 November 2020, the following persons being present:

### **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 Kerry Hollywood	
Cr Russell Poliwka	
Cr John Raftis	
Cr Philippa Taylor	

#### **Officers**

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

#### **Guest**

Mr Geoff Blades	Partner, Lester Blades
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**REPORT**

**Disclosures of interest affecting impartiality**

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

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

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

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

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

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

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

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



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

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

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Garry Hunt Office of the CEO
<b>FILE NUMBER</b>	74574
<b>ATTACHMENT</b>	Attachment 1    Position Description (including selection criteria) Attachment 2    Applications of shortlisted applicants for Interview  <i>(Please Note: The Report and Attachment are confidential and will appear in the official Minute Book only)</i>
<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)(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      **UNDERTAKES** interviews of the preferred applicants for the position of Chief Executive Officer as selected by the Chief Executive Officer Recruitment and Performance Review Committee at its meeting held on 24 November 2020;
- 2      **CONSIDERS** progressing any shortlisted applicant(s) for the position of Chief Executive Officer to the next stage of the Chief Executive Officer Recruitment process.

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

**MOVED Cr Poliwka, SECONDED Cr Chester that the Chief Executive Officer Recruitment and Performance Review Committee:**

- 1      **NOTES** the interviews of the preferred applicants for the position of Chief Executive Officer have been conducted by the Chief Executive Officer Recruitment and Performance Review Committee on 30 November 2020;

**The Motion was Put and**

**CARRIED (7/0)**

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

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

- 2      **PROGRESSES** shortlisted applicant Nos. 3 and 4 for the position of Chief Executive Officer to the next stage of the Chief Executive Officer Recruitment process.

**The Motion was Put and**

**CARRIED (7/0)**

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

## **CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 4.12pm; 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