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## Special Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON            TUESDAY 6 JULY 2021

### **Acknowledgement of Traditional Custodians**

The City of Joondalup acknowledges the traditional custodians of the land, the Whadjuk people of the Noongar nation, and recognises the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. The City of Joondalup pays its respects to their Elders past and present and extends that respect to all Aboriginal and Torres Strait Islander peoples.

*This document is available in alternate formats upon request*

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**Note:**

Clause 15.10 of the City's *Meeting Procedures Local Law 2013* states:

*This local law applies generally to committee meetings except for clause 7.1 in respect of members seating and clause 7.8 in respect of limitation on members speaking.*

## 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 TUESDAY 6 JULY 2021.

#### ATTENDANCE

##### Committee Members

Cr Russ Fishwick, JP	<i>Presiding Member</i>
Mayor Hon. Albert Jacob, JP	<i>Deputy Presiding Member</i>
Cr Russell Poliwka	
Cr Kerry Hollywood	
Cr Philippa Taylor	
Cr John Chester	
Cr Christine Hamilton-Prime	<i>Deputising for Cr John Raftis</i>

##### Observers

Cr Tom McLean, JP  
Cr Suzanne Thompson

##### Officers

Mr Jamie Parry	Director Governance and Strategy
Mr Brad Sillence	Manager Governance
Mr Glenn Heaperman	Manager Human Resources

## ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

Prior to the opening of the Chief Executive Officer Recruitment and Performance Review Committee meeting, the Presiding Member acknowledged the traditional custodians of the land.

## DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.45pm.

## **DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY**

### **Disclosures of Financial Interest**

<b>Name / Position</b>	<b>Mr James Pearson, Chief Executive Officer.</b>
<b>Item No. / Subject</b>	Item 1 – Confidential – Consultant to Support Chief Executive Officer Performance Review Committee.
<b>Nature of Interest</b>	Financial Interest.
<b>Extent of Interest</b>	Mr Pearson holds the position of Chief Executive Officer.

### **Disclosures of interest affecting Impartiality**

<b>Name / Position</b>	<b>Mr Jamie Parry, Director Governance and Strategy.</b>
<b>Item No. / Subject</b>	Item 1 – Confidential – Consultant to Support Chief Executive Officer Performance Review Committee.
<b>Nature of Interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Due to the nature of Mr Parry's employment relationship with the Chief Executive Officer.

## **APOLOGIES AND LEAVE OF ABSENCE**

### **Apology**

Cr John Raftis

### **Leave of Absence Previously Approved**

Cr John Logan

22 July to 8 August 2021 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.

## REPORT

### Disclosure of Financial Interest

<b>Name / Position</b>	<b>Mr James Pearson, Chief Executive Officer.</b>
<b>Item No. / Subject</b>	Item 1 – Confidential – Consultant to Support Chief Executive Officer Performance Review Committee.
<b>Nature of Interest</b>	Financial Interest.
<b>Extent of Interest</b>	Mr Pearson holds the position of Chief Executive Officer.

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<b>Name / Position</b>	<b>Mr Jamie Parry, Director Governance and Strategy.</b>
<b>Item No. / Subject</b>	Item 1 – Confidential – Consultant to Support Chief Executive Officer Performance Review Committee.
<b>Nature of Interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Due to the nature of Mr Parry’s employment relationship with the Chief Executive Officer.

## ITEM 1

## CONFIDENTIAL - CONSULTANT TO SUPPORT CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Director Governance and Strategy
<b>FILE NUMBERS</b>	74574
<b>ATTACHMENT</b>	Attachment 1 Summary of Respondents to Consultancy Request for Quotation Attachment 2 Submissions to Consultancy Request for Quotation Attachment 3 Chief Executive Officer Performance Review – Timetable 2021
<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.

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) a matter affecting an employee or employees.

A full report is 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 REQUESTS that the consultant appointed as the external and independent human resource expert for the Chief Executive Officer Recruitment and Performance Review Committee to consult with and seek guidance from and to facilitate the review of the Chief Executive Officer's performance for 2021, including assistance in the development and/or variation of the Key Performance Indicators, as a consequence of the performance review be\_\_\_\_\_.

**MOVED Cr Taylor, SECONDED Cr Chester that the Chief Executive Officer Recruitment and Performance Review Committee REQUESTS that the consultant appointed as the external and independent human resource expert for the Chief Executive Officer Recruitment and Performance Review Committee to consult with and seek guidance from and to facilitate the review of the Chief Executive Officer's performance for 2021, including assistance in the development and/or variation of the Key Performance Indicators, as a consequence of the performance review be the Helen Hardcastle Trust trading as Learning Horizons.**

**The Motion was Put and**

**CARRIED (6/1)**

**In favour of the Motion:** Cr Fishwick, Mayor Jacob, Crs Chester, Hamilton-Prime, Hollywood and Taylor.  
**Against the Motion:** Cr Poliwka.

## **CLOSURE**

There being no further business, the Presiding Member declared the Meeting closed at 5.56pm the following Committee Members being present at that time:

CR RUSS FISHWICK, JP  
MAYOR HON. ALBERT JACOB, JP  
CR CHRISTINE HAMILTON-PRIME, JP  
CR KERRY HOLLYWOOD  
CR RUSSELL POLIWKA  
CR JOHN CHESTER  
CR PHILIPPA TAYLOR