

minutes

Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON

MONDAY 29 NOVEMBER 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 CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE MEETING HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY 29 NOVEMBER 2021.

ATTENDANCE

Committee Members

Mayor Hon. Albert Jacob, JP	<i>Presiding Member</i>	
Cr Tom McLean, JP		
Cr Daniel Kingston		
Cr Christopher May	<i>Deputy Presiding Member</i>	<i>from 5.56pm</i>
Cr Suzanne Thompson		
Cr John Chester		
Cr John Raftis	<i>Deputising for Cr Hamilton-Prime</i>	<i>from 5.55pm</i>

Observers

Cr Russ Fishwick, JP
Cr Adrian Hill

Officers

Mr James Pearson	Chief Executive Officer
Mr Jamie Parry	Director Governance and Strategy
Mrs Kylie Bergmann	Manager Governance

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 / 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 James Pearson, Chief Executive Officer.
Item No. / Subject	Item 1 - Confidential - Status Report - Chief Executive Officer Performance Review.
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

APOLOGIES AND LEAVE OF ABSENCE

Cr Christine Hamilton-Prime, JP.

CONFIRMATION OF MINUTES

MINUTES OF THE CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE HELD ON 28 SEPTEMBER 2021

MOVED Cr Chester, **SECONDED** Cr McLean that the Minutes of the Chief Executive Officer Recruitment and Performance Review Committee meeting held on 28 September 2021 be **CONFIRMED** as a true and correct record.

The Motion was Put and

CARRIED (5/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Kingston, McLean and Thompson.

MINUTES OF THE SPECIAL CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE HELD ON 1 NOVEMBER 2021

MOVED Cr McLean, **SECONDED** Cr Chester that the Minutes of the Special Chief Executive Officer Recruitment and Performance Review Committee meeting held on 1 November 2021 be **CONFIRMED** as a true and correct record.

The Motion was Put and

CARRIED (5/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Kingston, McLean and Thompson.

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 is not open to the public.

PETITIONS AND DEPUTATIONS

Nil.

Cr Raftis entered the room at 5.55pm.

Cr May entered the room at 5.56pm.

REPORT

Disclosure of Financial Interest

Name / Position	Mr James Pearson, Chief Executive Officer.
Item No. / Subject	Item 1 - Confidential - Status Report - Chief Executive Officer Performance Review.
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

ITEM 1 **CONFIDENTIAL - STATUS REPORT - CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW**

WARD	All
RESPONSIBLE DIRECTOR	James Pearson Office of the CEO
FILE NUMBERS	74574, 108783
ATTACHMENT	Attachment 1 Chief Executive Officer Key Performance Indicators 2021-22: Progress Report Quarter: 1 July 2021 to 30 September 2021.
AUTHORITY / DISCRETION	Information – includes items provided to the Council for information purposes only that do not require a decision (that is for ‘noting’).

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.

MOVED Cr May, SECONDED Cr Kingston that the Chief Executive Officer Recruitment and Performance Review Committee NOTES the progress towards the Key Performance Indicators for the Chief Executive Officer for the period 1 July 2021 to 30 September 2021.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Mayor Jacob, Crs Chester, Kingston, May, McLean, Raftis and Thompson.

URGENT BUSINESS

Nil.

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION

Alternative Meeting Dates

Cr Kingston requested the Chief Executive Officer prepare a report on alternative meeting dates for the Chief Executive Officer Recruitment and Performance Review Committee.

CLOSURE

There being no further business, the Presiding Member declared the Meeting closed at 6.20pm the following Committee Members being present at that time:

Mayor Hon. Albert Jacob, JP
Cr John Chester
Cr Daniel Kingston
Cr Christopher May
Cr Tom McLean, JP
Cr John Raftis
Cr Suzanne Thompson