

minutes

Special Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON

TUESDAY 28 JUNE 2022

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.

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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 28 JUNE 2022.

ATTENDANCE

Committee Members

Mayor Hon. Albert Jacob, JP	<i>Presiding Member</i>	
Cr Daniel Kingston		
Cr Christine Hamilton-Prime, JP		<i>from 5.54pm</i>
Cr John Chester		
Cr Adrian Hill	<i>Deputising for Cr McLean</i>	
Cr Russell Poliwka	<i>Deputising for Cr May</i>	<i>from 5.50pm</i>

Officers

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

DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.46pm.

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

Disclosure of Financial 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 – Consultant to Support Chief Executive Officer Recruitment and Performance Review Committee.
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

APOLOGIES AND LEAVE OF ABSENCE

Apologies

Cr Christopher May.
Cr Tom McLean.
Cr Suzanne Thompson.

Leave of Absence Previously Approved

Cr Tom McLean 14 to 20 July 2022 inclusive.
Mayor Albert Jacob 4 to 22 July 2022 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 is not open to the public.

PETITIONS AND DEPUTATIONS

Nil.

REPORT

Disclosure of Financial Interest

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

ITEM 1

CONFIDENTIAL – CONSULTANT TO SUPPORT CHIEF EXECUTIVE OFFICER RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE

WARD

All

RESPONSIBLE DIRECTOR

Mr Jamie Parry
Governance and Strategy

FILE NUMBER

74574

ATTACHMENTS

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 2022

(Please Note: The Report and Attachments 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)(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 was provided to Elected Members under separate cover. The report is not for publication.

MOVED Mayor Jacob, SECONDED Cr Hamilton-Prime 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 2022, 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 (4/2)

In favour of the Motion: Mayor Jacob, Crs Chester, Hamilton-Prime and Hill.

Against the Motion: Crs Kingston and Poliwka.

CLOSURE

There being no further business, the Presiding Member declared the Meeting closed at 6.03pm the following Committee Members being present at that time:

Mayor Hon. Albert Jacob, JP
Cr John Chester
Cr Christine Hamilton-Prime, JP
Cr Adrian Hill
Cr Daniel Kingston
Cr Russell Poliwka