

# minutes

## Special Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON

MONDAY 27 NOVEMBER 2023

### **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.*



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

### 2.1 DISCLOSURES OF INTEREST AFFECTING IMPARTIALITY

Elected Members (in accordance with clause 22 of Schedule 1 of the *Local Government [Model Code of Conduct] Regulations 2021*) 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 their interest.

<b>Name / Position</b>	<b>Mr Jamie Parry, Director Governance and Strategy.</b>
<b>Meeting Type</b>	Chief Executive Officer Recruitment and Performance Review Committee.
<b>Meeting Date</b>	27 November 2023.
<b>Item No. / Subject</b>	7.1 – Chief Executive Officer Concluded Annual Performance Review.
<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.

### 2.2 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.

<b>Name / Position</b>	<b>Mr James Pearson, Chief Executive Officer.</b>
<b>Meeting Type</b>	Chief Executive Officer Recruitment and Performance Review Committee.
<b>Meeting Date</b>	27 November 2023.
<b>Item No. / Subject</b>	7.1 – Chief Executive Officer Concluded Annual Performance Review.
<b>Nature of Interest</b>	Financial Interest.
<b>Extent of Interest</b>	Mr Pearson holds the position of Chief Executive Officer.

### **3 APOLOGIES AND LEAVE OF ABSENCE**

#### **3.1 APOLOGIES**

Cr Christine Hamilton-Prime, JP.  
Cr Nige Jones.

### **4 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

### **5 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.

### **6 PETITIONS AND DEPUTATIONS**

Nil.

## 7 REPORTS

### Disclosure of Interest Affecting Impartiality

<b>Name / Position</b>	<b>Mr Jamie Parry, Director Governance and Strategy.</b>
<b>Meeting Type</b>	Chief Executive Officer Recruitment and Performance Review Committee.
<b>Meeting Date</b>	27 November 2023.
<b>Item No. / Subject</b>	7.1 – Chief Executive Officer Concluded Annual Performance Review.
<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.

### Disclosure of Financial Interest / Proximity Interest

<b>Name / Position</b>	<b>Mr James Pearson, Chief Executive Officer.</b>
<b>Meeting Type</b>	Chief Executive Officer Recruitment and Performance Review Committee.
<b>Meeting Date</b>	27 November 2023.
<b>Item No. / Subject</b>	7.1 – Chief Executive Officer Concluded Annual Performance Review.
<b>Nature of Interest</b>	Financial Interest.
<b>Extent of Interest</b>	Mr Pearson holds the position of Chief Executive Officer.

## 7.1 CHIEF EXECUTIVE OFFICER CONCLUDED ANNUAL PERFORMANCE REVIEW (WARD – ALL)

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Director Governance and Strategy
<b>FILE NUMBER</b>	74574, 108783
<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 was provided to elected members under separate cover. The report is not for publication.

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**OFFICER'S RECOMMENDATION MOVED Cr May, SECONDED Cr Hill that Council  
BY AN ABSOLUTE MAJORITY:**

- 1**      **ENDORSES** the Chief Executive Officer Recruitment and Performance Review Committee's Confidential Concluded Annual Performance Review Report as in Attachment 1 to this Report and the overall rating of *"met the performance requirements set by Council for the period ending 30 June 2023"*;
- 2**      **ADOPTS** the Key Performance Indicators for the 2023-24 review period as detailed in Attachment 2 to this Report.

**The Motion was Put and**

**CARRIED (6/1)**

**In favour of the Motion:** Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr May and Cr Vinciullo.

**Against the Motion:** Cr Kingston.

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## **8 CLOSURE**

There being no further business, the Presiding Member declared the Meeting closed at 5.50pm the following Committee Members being present at that time:

MAYOR HON. ALBERT JACOB, JP  
CR CHRISTOPHER MAY, JP  
CR ADRIAN HILL  
CR DANIEL KINGSTON  
CR RUSS FISHWICK, JP  
CR JOHN CHESTER  
CR PHILLIP VINCIULLO