

# minutes

## Special Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON

THURSDAY 11 SEPTEMBER 2025

### **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.*

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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 THURSDAY 11 SEPTEMBER 2025.

### 1 DECLARATION OF OPENING

#### 1.1 MEETING OPENING AND ATTENDANCE

The Presiding Member declared the meeting open at 6.01pm.

#### ATTENDANCE

##### Committee Members:

|                             |   |                    |
|-----------------------------|---|--------------------|
| Mayor Hon. Albert Jacob, JP | <i>Presiding Member</i>                 |                    |
| Cr Christopher May, JP      | <i>Deputy Presiding Member</i>          | <i>from 6.06pm</i> |
| Cr Adrian Hill              |   |                    |
| Cr John Raftis              | <i>Deputising for Cr Fishwick</i>       |                    |
| Cr Phillip Vinciullo        | <i>Deputising for Cr Hamilton-Prime</i> |                    |

##### Officers:

|                      |   |
|----------------------|---|
| Mrs Rebecca Maccario | Acting Director Governance and Strategy |
|----------------------|---|

#### 1.2 REQUESTS FOR ELECTRONIC ATTENDANCE

Nil.

## 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>    | Cr John Raftis.   |
| <b>Meeting Type</b>       | Special Chief Executive Officer Recruitment and Performance Review Committee.   |
| <b>Meeting Date</b>       | 11 September 2025.  |
| <b>Item No. / Subject</b> | Item 7.1 - Confidential - Appointment of Independent HR Consultant to Support Recruitment of Chief Executive Officer Process. |
| <b>Nature of Interest</b> | Interest that may affect Impartiality.  |
| <b>Extent of Interest</b> | A number of the consultants within the tendering organisations are known to Cr Raftis.  |

## 3 APOLOGIES AND LEAVE OF ABSENCE

### 3.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED

|                        |   |
|------------------------|---|
| Cr Daniel Kingston     | 30 September 2025 inclusive.                |
| Cr John Raftis         | 8 September to 11 September 2025 inclusive. |
| Mayor Albert Jacob, JP | 26 September to 10 October 2025 inclusive.  |
| Cr Daniel Kingston     | 7 October 2025 inclusive.                   |

### 3.2 APOLOGIES

Cr Russ Fishwick, 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>    | Cr John Raftis.   |
| <b>Meeting Type</b>       | Special Chief Executive Officer Recruitment and Performance Review Committee.   |
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| <b>Nature of Interest</b> | Interest that may affect Impartiality.  |
| <b>Extent of Interest</b> | A number of the consultants within the tendering organisations are known to Cr Raftis.  |

### 7.1 CONFIDENTIAL - APPOINTMENT OF INDEPENDENT HR CONSULTANT TO SUPPORT RECRUITMENT OF CHIEF EXECUTIVE OFFICER PROCESS (WARD - ALL)

|                               |   |
|-------------------------------|---|
| <b>WARD</b>                   | All   |
| <b>RESPONSIBLE DIRECTOR</b>   | Mrs Rebecca Maccario<br>Acting Director Governance and Strategy   |
| <b>FILE NUMBER</b>            | 74574   |
| <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 s5.23(2) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

A full report was provided to Elected Members under separate cover. The report is not for publication.

### OFFICER'S RECOMMENDATION

That Council:

- 1 APPOINTS \_\_\_\_\_ as the external and independent Human Resources expert to support the Chief Executive Officer Recruitment and Performance Review Committee to facilitate the recruitment process of the Chief Executive Officer;
- 2 BY AN ABSOLUTE MAJORITY AMENDS the 2025-26 Annual Budget by the addition of \$60,000 to the Operating Budget for the appointment of an independent Human Resources expert, as detailed in this Report and Attachments.

*Cr May entered the Room at 6.06pm.*

**ALTERNATE RECOMMENDATION MOVED Cr Raftis, SECONDED Mayor Jacob that Council:**

- 1 APPOINTS Beilby Downing Teal Pty Ltd as the external and independent Human Resources expert to support the Chief Executive Officer Recruitment and Performance Review Committee to facilitate the recruitment process of the Chief Executive Officer;**
- 2 BY AN ABSOLUTE MAJORITY AMENDS the 2025-26 Annual Budget by the addition of \$60,000 to the Operating Budget for the appointment of an independent Human Resources expert, as detailed in this Report and Attachments.**

**The Alternate Motion was Put and**

**CARRIED (5/0)**

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

**Against the Alternate Motion:** Nil.

## **8 CLOSURE**

There being no further business, the Presiding Member declared the Meeting closed at 6.17pm the following Committee Members being present at that time:

MAYOR HON. ALBERT JACOB, JP  
CR CHRISTOPHER MAY, JP  
CR ADRIAN HILL  
CR JOHN RAFTIS  
CR PHILLIP VINCIULLO