

minutes

Special Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON

TUESDAY 16 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.

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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 16 SEPTEMBER 2025.

1 DECLARATION OF OPENING

1.1 MEETING OPENING AND ATTENDANCE

The Presiding Member declared the meeting open at 6.00pm.

ATTENDANCE

Committee Members:

Mayor Hon. Albert Jacob, JP *Presiding Member*
Cr Adrian Hill
Cr Russ Fishwick, JP
Cr John Chester
Cr Phillip Vinciullo *Deputising for Cr Hamilton-Prime*

Officers:

Mr James Pearson Chief Executive Officer
Mrs Rebecca Maccario Acting Director Governance and Strategy *to 6.10pm*

Observer:

Cr Lewis Hutton

Guest:

Ms Catherine Carroll General Manager WA, McArthur

1.2 REQUESTS FOR ELECTRONIC ATTENDANCE

Nil.

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

2.1 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
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.1 – Confidential – Chief Executive Officer Concluded Annual Performance Review (Ward – All).
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

Name / Position	Mr James Pearson, Chief Executive Officer
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.2 – Confidential – Salary Review – Chief Executive Officer (Ward – All).
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

2.2 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.

Name / Position	Mrs Rebecca Maccario, Acting Director Governance and Strategy.
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.1 – Confidential – Chief Executive Officer Concluded Annual Performance Review (Ward – All).
Nature of Interest	Interest affecting Impartiality.
Extent of Interest	Due to the relationship of employee to the Chief Executive Officer.

Name / Position	Mrs Rebecca Maccario, Acting Director Governance and Strategy.
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.2 – Confidential – Salary Review – Chief Executive Officer (Ward – All).
Nature of Interest	Interest affecting Impartiality.
Extent of Interest	Due to the relationship as an employee to the Chief Executive Officer.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Mayor Albert Jacob, JP	26 September to 10 October 2025 inclusive.
Cr Daniel Kingston	30 September 2025 inclusive.
Cr Daniel Kingston	7 October 2025 inclusive.

3.2 APOLOGIES

Cr Christopher May, JP.

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 Financial Interest

Name / Position	Mr James Pearson, Chief Executive Officer
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.1 – Confidential – Chief Executive Officer Concluded Annual Performance Review (Ward – All).
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

Disclosure of Interest affecting Impartiality

Name / Position	Mrs Rebecca Maccario, Acting Director Governance and Strategy.
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.1 – Confidential – Chief Executive Officer Concluded Annual Performance Review (Ward – All).
Nature of Interest	Interest affecting Impartiality.
Extent of Interest	Due to the relationship of employee to the Chief Executive Officer.

7.1 CONFIDENTIAL - CHIEF EXECUTIVE OFFICER CONCLUDED ANNUAL PERFORMANCE REVIEW (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mrs Rebecca Maccario Acting Director Governance and Strategy
FILE NUMBER	74574, 108783
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 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:

(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.

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

- 1** NOTES that the performance review for Mr James Pearson, Chief Executive Officer, has been completed for the period of 1 July 2024 to 30 June 2025;
- 2** ENDORSES the Chief Executive Officer Recruitment and Performance Review Committee's Confidential Concluded Annual Performance Review Report as presented by McArthur (Western Australia) Pty Ltd, detailed in Attachment 1 to this Report;
- 3** ADOPTS the Key Performance Indicators for the 2025-26 review period as detailed in Attachment 2 to this Report.

The Motion was Put and

CARRIED (5/0)

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

Against the Motion: Nil.

Disclosure of Financial Interest

Name / Position	Mr James Pearson, Chief Executive Officer
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.2 – Confidential – Salary Review – Chief Executive Officer (Ward – All).
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

Disclosure of Interest affecting Impartiality

Name / Position	Mrs Rebecca Maccario, Acting Director Governance and Strategy.
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	16 September 2025.
Item No. / Subject	Item 7.2 – Confidential – Salary Review – Chief Executive Officer (Ward – All).
Nature of Interest	Interest affecting Impartiality.
Extent of Interest	Due to the relationship as an employee to the Chief Executive Officer.

**7.2 CONFIDENTIAL - SALARY REVIEW – CHIEF EXECUTIVE OFFICER
(WARD - ALL)**

WARD	All
RESPONSIBLE DIRECTOR	Mrs Rebecca Maccario Acting Director Governance and Strategy
FILE NUMBER	74574, 108783
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 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:

(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.

The Chief Executive Officer left the Room at 6.10pm.

OFFICER'S RECOMMENDATION

That Council:

- 1 ACKNOWLEDGES that the Salaries and Allowances Tribunal has determined (4 April 2025) that the Local Government Band Classifications have been increased by 3.5% effective from 1 July 2025;
- 2 RECEIVES the Consultant's report to inform the annual Chief Executive Officer remuneration review 2025;
- 3 CONSIDERS the Chief Executive Officer's total reward package for the 2025 salary review (to be determined by the Committee).

ALTERNATE RECOMMENDATION MOVED Mayor Jacob, SECONDED Cr Fishwick that Council:

- 1 **ACKNOWLEDGES that the Salaries and Allowances Tribunal has determined (4 April 2025) that the Local Government Band Classifications have been increased by 3.5% effective from 1 July 2025;**
- 2 **RECEIVES the Consultant's report to inform the annual Chief Executive Officer remuneration review 2025;**
- 3 **ADOPTS the Chief Executive Officer's total reward package, for the 2025 salary review, to be increased in alignment with the Salaries and Allowances Tribunal determination of 4 April 2025, being an increase of 3.5% plus further 0.5% superannuation increase.**

The Alternate Motion was Put and

CARRIED (5/0)

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

Against the Alternate Motion: Nil.

8 CLOSURE

There being no further business, the Presiding Member declared the Meeting closed at 6.22pm the following Committee Members being present at that time:

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