

minutes

Special Chief Executive Officer Recruitment and Performance Review Committee

MEETING HELD ON TUESDAY 19 AUGUST 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 19 AUGUST 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	<i>Presiding Member</i>	
Cr Christopher May, JP	<i>Deputy Presiding Member</i>	<i>from 6.08pm</i>
Cr Daniel Kingston	<i>Deputising for Cr Jones</i>	<i>from 6.49pm</i>
Cr Adrian Hill		
Cr Russ Fishwick, JP		
Cr John Chester		
Cr Christine Hamilton-Prime, JP		

Officers:

Mr James Pearson	Chief Executive Officer	
Mrs Rebecca Maccario	Acting Director Governance and Strategy	<i>to 6.03pm</i>

Observers:

Cr John Raftis
Cr Phillip Vinciullo

Guest:

Ms Catherine Carroll	General Manager Western Australia, McArthur (Western Australia) Pty Ltd
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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	19 August 2025.
Item No. / Subject	Item 7.1 - Confidential - Chief Executive Officer Annual Performance Review - Interview Report.
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Lewis Hutton	9 August to 31 August 2025 inclusive.
Cr Christopher May, JP	29 August 2025 inclusive.
Cr Daniel Kingston	2 September, 9 September and 30 September 2025 inclusive.
Cr John Raftis	8 September to 11 September 2025 inclusive.
Cr Daniel Kingston	7 October 2025 inclusive.

3.2 APOLOGIES

Nil.

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.

The Acting Director Governance and Strategy left the Room at 6.03pm.

Cr May entered the Room at 6.08pm.

Cr Kingston entered the Room at 6.49pm.

7 REPORTS

Disclosure of Financial Interest / Proximity Interest

Name / Position	Mr James Pearson, Chief Executive Officer.
Meeting Type	Special Chief Executive Officer Recruitment and Performance Review Committee.
Meeting Date	19 August 2025.
Item No. / Subject	Item 7.1 - Confidential - Chief Executive Officer Annual Performance Review - Interview Report.
Nature of Interest	Financial Interest.
Extent of Interest	Mr Pearson holds the position of Chief Executive Officer.

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

WARD	All
RESPONSIBLE DIRECTOR	Mrs Rebecca Maccario Acting Director Governance and Strategy
FILE NUMBER	74574
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 is provided to Elected Members under separate cover. The report is not for publication.

OFFICER'S RECOMMENDATION

The Chief Executive Officer Recruitment and Performance Review Committee:

- 1 REQUESTS the Acting Director Governance and Strategy, in conjunction with the McArthur (Western Australia) Pty Ltd to prepare a report on the:
 - 1.1 Draft Concluded Annual Performance Review Report of the Chief Executive Officer;
 - 1.2 Draft Key Result Areas and KPI's for the Chief Executive Officer for 2025- 26;for consideration by the Chief Executive Officer Recruitment and Performance Review Committee at its meeting to be held on Monday 22 September 2025;
- 2 NOTES that a report on the Annual Salary Review of the Chief Executive Officer will be presented at the Chief Executive Officer Recruitment and Performance Review Committee meeting to be held on Monday 22 September 2025.

ALTERNATE RECOMMENDATION MOVED Mayor Jacob, SECONDED Cr May that the Chief Executive Officer Recruitment and Performance Review Committee:

- 1 **REQUESTS the Acting Director Governance and Strategy, in conjunction with the McArthur (Western Australia) Pty Ltd to prepare a report on the:**
 - 1.1 **Draft Concluded Annual Performance Review Report of the Chief Executive Officer, subject to an adjustment in the overall score on KPI 3 to three and KPI 5 to three;**
 - 1.2 **Draft Key Result Areas and KPI's for the Chief Executive Officer for 2025- 26;****for consideration by the Chief Executive Officer Recruitment and Performance Review Committee at its meeting to be held on Monday 22 September 2025;**
- 2 **NOTES that a report on the Annual Salary Review of the Chief Executive Officer will be presented at the Chief Executive Officer Recruitment and Performance Review Committee meeting to be held on Monday 22 September 2025.**

The Alternate Motion was Put and

CARRIED (6/1)

In favour of the Alternate Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill and Cr May.
Against the Alternate Motion: Cr Kingston.

8 CLOSURE

There being no further business, the Presiding Member declared the Meeting closed at 7.09pm 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 CHRISTINE HAMILTON-PRIME, JP