



## MINUTES

**CHIEF EXECUTIVE OFFICER RECRUITMENT  
AND PERFORMANCE REVIEW COMMITTEE**

**TIME: 5.00 PM**

**31 MARCH 2022**

**ELECTRONIC MEETING BY ZOOM**

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*Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park*



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**1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Presiding Member declared the meeting open at 5.04 pm

**2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

**Members**

Cr Karen Vernon <b>CHAIR</b>	Councillor	Town of Victoria Park
Cr Frank Cvitan (JP)	Councillor	City of Wanneroo
Cr Chris Hatton	Councillor	City of Stirling
Cr Albert Jacobs (JP) <i>arrived at 5.15 pm</i>	Councillor	City of Joondalup
Cr Keith Sargent	Councillor	City of Stirling

**Attending Others**

Ms Sonia Cherico Human Resources Officer Mindarie Regional Council

**Apologies**

Nil

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**3 DECLARATION OF INTERESTS**

*CR Vernon declared an interest of impartiality to item 5.1,  
Price Consulting and Brain Box, provided similar services to Town of Victoria Park*

*Cr Hatton declared an interest of impartiality to item 5.1,  
Learning horizons provided similar services to City of Stirling*

*Cr Sargent declared an interest of impartiality to item 5.1 to Learning horizons  
Learning horizons provided similar services to City of Stirling*

*Cr Cvitan declared an interest of impartiality to item 5.1 Learning horizons  
Learning horizons provided similar services to City of Wanneroo*

*Cr Jacobs declared an interest of impartiality to item 5.1 Learning horizons  
Learning horizons provided similar services to City of Joondalup*

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<b>4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b>
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**4.1 CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE –  
2 DECEMBER 2021.**

The Minutes of the CEO Recruitment and Performance Review Committee Meeting held on 2 December 2021 have been circulated to members of the Committee.

**RESPONSIBLE OFFICER RECOMMENDATION**

That the Minutes of the CEO Recruitment and Performance Review Committee Meeting held on 2 December 2021 be confirmed as a true record of the proceedings.

**Moved Cr Vernon, seconded Cr Cvitan**

**RESOLVED**

**That the recommendation be adopted**

(CARRIED UNANIMOUSLY 4/0)

<b>5 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b>
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<b>This report is Confidential and dealt with in a confidential session, under Section 5.23 (2)(a) of the <i>Local Government Act 1995</i> as the report deals with a matter affecting an employee.</b>
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<b>5.1 CEO Performance Review</b>
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<b>File No:</b>	<b>GF-22-0000115</b>
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<b>Attachments(s):</b>	<b>Attachment 1 Attachment 2 Attachment 3 Attachment 4</b>
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<b>Date:</b>	<b>28 March 2022</b>
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<b>Responsible Officer:</b>	<b>Human Resources Manager</b>
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THIS REPORT IS CONFIDENTIAL AND NOT FOR PUBLIC VIEWING

TO BE SENT UNDER SEPARATE COVER TO CEO RECRUITMENT AND  
PERFORMANCE REVIEW COMMITTEE MEMBERS

*Cr Jacobs connected at 5.13 pm*

**Move Cr Vernon, second Cr Sargent**

To close the meeting to the public

(CARRIED UNANIMOUSLY 5/0)

The meeting is closed to the public to deal with confidential session under Section 5.23 (2) (a) of the LG Act 1995.

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**RESPONSIBLE OFFICER RECOMMENDATION**

That the CEO Recruitment and Performance Review Committee recommend to Council that \_\_\_\_\_ be appointed as the external Human Resource Consultant, subject to their acceptance of the appointment, to conduct a review of the MRC's Chief Executive Officer performance and remuneration for the period 20 September 2021 to 1 July 2023.

**Moved Cr Sargent, seconded Cr Cvitan**

**RESOLVED**

That the CEO Recruitment and Performance Review Committee recommend to Council that Learning Horizons be appointed as the external Human Resource Consultant, subject to their acceptance of the appointment, to conduct a review of the MRC's Chief Executive Officer performance, remuneration and KPI's for the period 20 September 2021 to 1 July 2023.

(CARRIED UNANIMOUSLY 5/0)

<b>This report is Confidential and dealt with in a confidential session, under Section 5.23 (2)(a) of the <i>Local Government Act 1995</i> as the report deals with a matter affecting an employee.</b>	
<b>5.2</b>	<b>CEO Contract Action Plan</b>
<b>File No:</b>	<b>GF-22-0000115</b>
<b>Attachments(s):</b>	<b>Attachment 5</b>
<b>Date:</b>	<b>28 March 2022</b>
<b>Responsible Officer:</b>	<b>Human Resources Manager</b>

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TO BE SENT UNDER SEPARATE COVER TO CEO RECRUITMENT AND  
PERFORMANCE REVIEW COMMITTEE MEMBERS

**RESPONSIBLE OFFICER RECOMMENDATION**

That the CEO Recruitment and Performance Review Committee notes the Contract Action Plan presented.

**Moved Cr Vernon, second Cr Hatton**

**AMENDMENT**

**Moved Cr Vernon, second Cr Hatton**

That the CEO Recruitment and Performance Review Committee recommends that council;

1. notes the Contract Action Plan presented as amended;
2. notes that the CEO probation period has passed and no further action is needed.

(CARRIED UNANIMOUSLY 5/0)

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Moved Cr Vernon, seconded Cr Jacob  
To reopen the meeting to the public at 5.50 pm.

**6 NEXT MEETING**

Next meeting to be confirmed.

**7 CLOSURE**

Meeting closed 5.52 pm

These minutes were confirmed by the CEO Recruitment and Performance Review Committee as a true and accurate record of the Committee meeting held on 31 March 2022

Signed.....*Wamon*.....Presiding Member

Dated .....*7<sup>th</sup>*..... day of .....*SEPTEMBER*..... 2022

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