



# **MINUTES**

**Chief Executive Officer Performance  
Appraisal Committee Meeting  
Thursday, 16 November 2023**

**MINUTES OF CITY OF DARWIN  
CHIEF EXECUTIVE OFFICER PERFORMANCE APPRAISAL COMMITTEE MEETING  
HELD AT THE MEETING ROOM BIDJPIDJI (MEETING ROOM 1), LEVEL 1, CIVIC CENTRE,  
HARRY CHAN AVENUE, DARWIN  
ON THURSDAY, 16 NOVEMBER 2023 AT 10:00AM**

**PRESENT:**

Lord Mayor Kon Vatskalis  
Councillor Jimmy Bouhoris  
Councillor Kim Farrar  
Councillor Mick Palmer  
Councillor Peter Pangquee  
Councillor Morgan Rickard

**OFFICERS:**

Alexandra Vereker (Executive Manager Human Resources and Safety)  
Gemma Perkins (Manager Office of Council and CEO)

**APOLOGY:**

Nil

**GUESTS:**

Sean Callanan (McArthur)

**Order of Business**

<b>1</b>	<b>Meeting Declared Open .....</b>	<b>4</b>
<b>2</b>	<b>Apologies and Leave of Absence .....</b>	<b>4</b>
<b>3</b>	<b>Electronic Meeting Attendance.....</b>	<b>4</b>
<b>4</b>	<b>Declaration of Interest of Members and Staff .....</b>	<b>4</b>
<b>5</b>	<b>Confirmation of Previous Minutes .....</b>	<b>5</b>
<b>6</b>	<b>Action Reports .....</b>	<b>5</b>
6.1	Chief Executive Officer Performance Appraisal Committee Terms of Reference .....	5
<b>7</b>	<b>Questions by Members .....</b>	<b>5</b>
<b>8</b>	<b>General Business.....</b>	<b>5</b>
<b>9</b>	<b>Closure of Meeting to the Public .....</b>	<b>5</b>

*Councillor Peter Pangquee was not present at the commencement of the meeting at 10:05 am.*

## **1 MEETING DECLARED OPEN**

### **COMMITTEE RESOLUTION CEOPA004/23**

Moved: Councillor Jimmy Bouhoris

Seconded: Councillor Kim Farrar

The Chair declared the meeting open at 10:05 am.

**CARRIED 5/0**

## **2 APOLOGIES AND LEAVE OF ABSENCE**

Nil

## **3 ELECTRONIC MEETING ATTENDANCE**

### **3.1 ELECTRONIC MEETING ATTENDANCE GRANTED**

#### **RECOMMENDATIONS**

THAT Council note the following member(s) was granted permission for Electronic Meeting Attendance:

- Councillor Peter Pangquee

### **3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED**

Nil

## **4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**

### **4.1 DECLARATION OF INTEREST BY MEMBERS**

Nil

### **4.2 DECLARATION OF INTEREST BY STAFF**

Nil

## 5 CONFIRMATION OF PREVIOUS MINUTES

### RECOMMENDATIONS

THAT the minutes of the Chief Executive Officer Performance Appraisal Committee Meeting held on 31 March 2023 be confirmed.

*Councillor Peter Pangquee joined the meeting at 10:06 am.*

## 6 ACTION REPORTS

### 6.1 CHIEF EXECUTIVE OFFICER PERFORMANCE APPRAISAL COMMITTEE TERMS OF REFERENCE

#### COMMITTEE RESOLUTION CEOPA005/23

Moved: Councillor Mick Palmer

Seconded: Councillor Morgan Rickard

1. THAT the report entitled Chief Executive Officer Performance Appraisal Committee Terms of Reference be received and noted.
2. THAT the Chief Executive Officer Performance Appraisal Committee adopt the revised Terms of Reference at **Attachment 3**.

**CARRIED 6/0**

## 7 QUESTIONS BY MEMBERS

Nil

## 8 GENERAL BUSINESS

Nil

## 9 CLOSURE OF MEETING TO THE PUBLIC

### RECOMMENDATIONS

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

**RECOMMENDATIONS**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act:

**12.1 Chief Executive Officer Performance Appraisal - Final Review Financial Year 2022/23**

This matter is considered to be confidential under Section 99(2) - 51(a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

**COMMITTEE RESOLUTION CEOPA006/23**

Moved: Councillor Morgan Rickard

Seconded: Councillor Jimmy Bouhoris

THAT the open section of the meeting be adjourned at 10:09 am.

**CARRIED 6/0**

The Meeting closed at 12.55 pm.

**The minutes of this meeting were confirmed at the Chief Executive Officer Performance Appraisal Committee held on .**

.....  
**CHAIR**