



AGENDA

Chief Executive Officer Performance Appraisal Committee Meeting Thursday, 17 October 2024

**I hereby give notice that a Chief Executive Officer Performance
Appraisal Committee Meeting will be held on:**

Date: Thursday, 17 October 2024

Time: 9:00am

**Location: Meeting Room Bidjpidji (Meeting Room 1)
Level 1, Civic Centre
Harry Chan Avenue, Darwin**

**Simone Saunders
Chief Executive Officer**

CHIEF EXECUTIVE OFFICER PERFORMANCE APPRAISAL COMMITTEE MEMBERS

The Right Worshipful, the Lord Mayor Kon Vatskalis (Chair)

Councillor Jimmy Bouhoris

Councillor Kim Farrar

Councillor Mick Palmer

Councillor Peter Pangquee

OFFICERS

Executive Manager Human Resources and Safety, Alexandra Vereker

Manager Office of Council and CEO, Gemma Perkins

Order Of Business

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6	Action Reports	5
	Nil	
7	Questions by Members	5
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9	Closure of Meeting to the Public	6

1 MEETING DECLARED OPEN

2 APOLOGIES AND LEAVE OF ABSENCE

2.1 Apologies

2.2 Leave of Absence Granted

2.3 Leave of Absence Requested

3 ELECTRONIC MEETING ATTENDANCE

3.1 Electronic Meeting Attendance Granted

3.2 Electronic Meeting Attendance Requested

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5 CONFIRMATION OF PREVIOUS MINUTES

Chief Executive Officer Performance Appraisal Committee Meeting - 16 November 2023

6 ACTION REPORTS

Nil

7 QUESTIONS BY MEMBERS

8 GENERAL BUSINESS

9 CLOSURE OF MEETING TO THE PUBLIC

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 2019*:

12.1 Chief Executive Officer Performance Appraisal - Final Review Financial Year 2023/24

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.



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)

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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

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

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

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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:

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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 .

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CHAIR