

18/09/2012

REFER DISCLAIMER

1.1.1: GOVERNANCE COMMITTEE

Proponent : City of Albany
Attachments : Minutes of Governance Committee meeting held on 23 July 2012
Responsible Officer(s) : Acting Chief Executive Officer (L Hill)

**ITEM 1.1.1: COMMITTEE RECOMMENDATION 1
VOTING REQUIREMENT: SIMPLE MAJORITY**

THAT the confirmed minutes of the Governance Committee Meeting held on 23 July 2012 be RECEIVED.



GOVERNANCE COMMITTEE

MINUTES

For the meeting held on Monday 23 July 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: CM.MEE.6/AM1263881)

Terms of Reference: *The Committee is established under section 7.1A of the Local Government Act 1995 (the Act) and its Regulations. The Committee does not have any delegated authority from Council.*

1.0 ATTENDANCE

Mayor	D Wellington(Chair)
Councillors:	
Y Attwell	Member
D Bostock	Member
S Bowles	Member
G Gregson	Member
R Sutton	Member
C Holden	Member
A Hortin	Member
Staff:	
Minutes	J Williamson
Apologies/Leave of Absence:	
V Calleja	Member
D Dufty	Member
C Dowling	Member
G Stocks	Member
R Hammond	Member

The Presiding Member declared the meeting open at 7.18pm.

2.0 CONFIRMATION OF MINUTES

ITEM 2.0: RECOMMENDATION

**MOVED: COUNCILLOR ATTWELL
SECONDED: COUNCILLOR HOLDEN**

THAT the minutes of the Special Governance Committee Meeting held on 7 June 2012, as previously distributed, be accepted as a true and accurate record of proceedings.

CARRIED 8-0

3.0 STANDING ITEMS

3.1 Staff Movements-the Committee noted the report.

4.0 ITEMS FOR DISCUSSION

4.1: Review of Recruitment Process for Chief Executive Officer-Councillor Bowles

1. Review of CEO Appointment Process

“Council need to have an awareness of what steps have been taken in the past to determine appropriate steps and timeline for future appointments.

Review of these steps should include, but are certainly not limited to:

- a. Who was involved?*
- b. Process to determine selection of Consultant;*
- c. Information and instructions to Consultant;*
- d. Brief supplied for the position.*

A brief brainstorm by Council as a group to determine what worked and what did not work, and any suggestions or ideas to improve the process in the future.”

2. Identification of Key Performance Areas and Leadership Qualities for role of CEO.

“Whilst we are looking forward to the direction and advice that we will receive from Garry Hunt, I feel it is imperative that Council ensure they, as a group, determine the Key Performance Areas and Leadership qualities we, as a Council, are seeking before his arrival. I feel confident that Council can illustrate effectively the Key Performance Areas, Leadership qualities and direction that we will be seeking.

Once again, a short 20-30 minute brainstorm within the group will identify these.”

Lengthy discussion followed among Committee members. No recommendation was made.

5.0 ITEMS TO BE DISCUSSED AT NEXT MEETING-to be advised.

6.0 GENERAL DISCUSSION (in the absence of staff). Nil.

7.0 DATE OF NEXT MEETING: 27 August 2012

8.0 CLOSURE OF MEETING

There being no further business the Chair declared the meeting closed at 7.57pm.