

1.1.1: GOVERNANCE COMMITTEE

Proponent : City of Albany
Responsible Officer : Acting Chief Executive Officer (G Foster)

ITEM 1.1.1: COMMITTEE RECOMMENDATION 1 VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR BOWLES

THAT the CONFIRMED minutes of the Governance Committee Meeting held on 26 November 2012, be RECEIVED.

CARRIED 12-0

ITEM 1.1.1: CONFIDENTIAL COMMITTEE RECOMMENDATION 1 VOTING REQUIREMENT: ABSOLUTE MAJORITY

MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR STOCKS

THAT the Chief Executive Officer Recruitment Committee be DISSOLVED.

**CARRIED 12-0
 ABSOLUTE MAJORITY**

ITEM 1.1.1: CONFIDENTIAL COMMITTEE RECOMMENDATION 2 VOTING REQUIREMENT: SIMPLE MAJORITY

MOVED: COUNCILLOR ATTWELL
SECONDED: COUNCILLOR CALLEJA

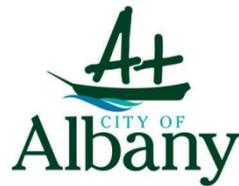
THAT the Key Performance Indicators for the Acting Chief Executive Officer (as listed below) are ACCEPTED and NOTED as the Key Performance Areas as outlined in the Contract of Employment between the City of Albany and Graham Foster, and in accordance with the *Local Government Act 1995*.

- **Completion of requirements under the Integrated Strategic Planning framework;**
- **Production of a responsible draft budget for consideration by Council;**
- **Production of a paper on Economic Development in Albany for consideration by Council;**
- **Produce a Parking Policy and Strategy for consideration by Council;**
- **Provide training for Councillors in:**
 - **Meeting procedures**
 - **Roles and Responsibilities**
 - **Town Planning**
- **Provide for better communication and consultation with the Community by producing an Engagement Policy and processes to be followed by officers; and**
- **Contribute to the ANZAC Interpretive Centre Implementation Committee.**

In addition, the following Key Performance Indicator is to be included in the Acting Chief Executive Officer Contract of Employment:

- **Council Training for the CEO Appraisal Committee**

CARRIED 12-0



GOVERNANCE COMMITTEE

CONFIRMED MINUTES

For the meeting held 5.30pm Monday 26 November 2012,
in the Margaret Coates Boardroom, City Office, North Road, Albany

(File Ref: CM.MEE.6/AM1267463)

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:	
R Hammond	Member
S Bowles	Member
G Gregson	Member
R Sutton	Member
C Holden	Member
A Hortin	Member
V Calleja	Member
D Dufty	Member
G Stocks	Member
Y Attwell	Member
Staff:	
Acting Chief Executive Officer	L Hill
Executive Director Planning & Development Services	D Putland
Executive Director Corporate Services	G Adams
Executive Director Works and Services	S Grimmer
Executive Director Community Services	C Woods
Minutes	C Crane
Apologies/Leave of Absence:	
C Dowling	Member
D Bostock	Member

2.0 CONFIRMATION OF MINUTES

ITEM 2.0: RESOLUTION

**MOVED: COUNCILLOR GREGSON
SECONDED: COUNCILLOR CALLEJA**

THAT the minutes of the Governance Committee Meeting held on 22 October 2012, as previously distributed, be accepted as a true and accurate record of proceedings.

CARRIED 11-0

3.0 STANDING ITEMS

3.1 Staff Movements

ITEM 3.0: RESOLUTION

**MOVED: COUNCILLOR HORTIN
SECONDED: COUNCILLOR GREGSON**

THAT the Staff Movements Report for October 2012 be NOTED.

CARRIED 11-0

4.0 ITEMS FOR DISCUSSION

ITEM 4.1: RECOMMENDATION

**MOVED: COUNCILLOR STOCKS
SECONDED: COUNCILLOR HOLDEN**

THAT the proposed Council and Committee Meeting schedule for 2013 be ACCEPTED.

CARRIED 10-1

Record of Vote

Against the Motion: Councillor Dufty

4.2 Legal Advice Provided by McKay Legal regarding Council responsibilities under Occupational Safety and Health legislation.

A verbal update was provided by Executive Director Corporate Services, as an adjunct to the copy of the legal advice already provided to the Committee.

4.3 Code of Conduct

ITEM 4.3: RECOMMENDATION

**MOVED: COUNCILLOR BOWLES
SECONDED: COUNCILLOR CALLEJA**

THAT the Code of Conduct will in future apply to City of Albany Staff, Volunteers and Councillors

CARRIED 11-0

4.4 Occupational Safety and Health Update.

Executive Director Corporate Services provided the meeting with a verbal update.

4.5 Concerns pertaining to Public Officer Misfeasance-Councillor Hammond

This item was discussed after all staff had left the meeting.

6.15pm Staff left the meeting.

5.0 ITEMS TO BE DISCUSSED AT NEXT MEETING

6.0 GENERAL DISCUSSION (in the absence of staff).

7.0 DATE OF NEXT MEETING: to be advised.

8.0 CLOSURE OF MEETING