



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Chief Executive Officer Review & Selection Committee

1 July 2025



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1 DECLARATION OF OPENING

The Shire President, C R Antonio, declared the meeting open at 4:01 pm.

2 ACKNOWLEDGEMENT OF COUNTRY

The Shire President, C R Antonio, acknowledged the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and paid our respects to Elders, past present and emerging.

3 ATTENDANCE

3.1 ATTENDEES

Council:

Shire President

Deputy Shire President

Councillors

C R Antonio

A J Mencshelyi

L C Biglin

J E G Williams

Staff:

Chief Executive Officer

D J Terelinck (entered
the meeting at 4:40
pm)

Acting Manager Governance & Risk

T P Van Beek

Guest:

Hammond Woodhouse Advisory

A Hammond

3.2 APOLOGIES

Council:

Councillor

M P Ryan

3.3 APPROVED LEAVE OF ABSENCE

Nil.

3.4 ABSENT

Nil.

4 DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

As defined in section 5.61 of the Local Government Act 1995, an **indirect financial** interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

As defined in clause 22 of the Local Government (Model Code of Conduct) Regulations 2021, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Chief Executive Officer Remuneration - 2025/26	6.3	Ms D J Terelinck	Direct Financial	CEO Remuneration Package being considered. Ms Terelinck in the CEO.

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES FROM THE CHIEF EXECUTIVE OFFICER REVIEW & SELECTION COMMITTEE MEETING HELD 26 MARCH 2025

RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.163

Moved: Cr J E G Williams
Seconded: Cr A J Mencshelyi

That the minutes of the Chief Executive Officer Review & Selection Committee Meeting held on 26 March 2025 be confirmed as a true and correct record of that meeting.

CARRIED 4/0

For: President C R Antonio, Cr A J Mencshelyi, Cr L C Biglin and Cr J E G Williams

Against: Nil

6 COMMITTEE REPORTS

6.1 Chief Executive Officer Key Performance Indicators 2024/25 - Progress Report

RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.164

Moved: Cr J E G Williams
Seconded: Cr A J Mencshelyi

That the Chief Executive Officer Review & Selection Committee **ENDORSES** the following recommendation to Council:

1. That Council **ACCEPTS** the Chief Executive Officer Key Performance Indicator Progress Report from 22 March to 21 June 2025, as presented in Attachment 6.1.1 of the Committee minutes.
2. That Council **BY ABSOLUTE MAJORITY**, **ENDORSES** the review of the Chief Executive Officer's performance for 2024/25 and **NOTES** that the Chief Executive Officer has achieved the Key Performance Indicators.

CARRIED 4/0

For: President C R Antonio, Cr A J Mencshelyi, Cr L C Biglin and Cr J E G Williams

Against: Nil

6.2 Setting of the Chief Executive Officer Key Performance Indicators - 2025/26

RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.165

Moved: Cr J E G Williams

Seconded: Cr A J Mencshelyi

That the Chief Executive Officer Review & Selection Committee ENDORSES the following recommendation to Council:

- 1. That Council ADOPTS the Chief Executive Officer Key Performance Indicators, as developed in conjunction with Hammond Woodhouse Advisory, for the period 1 July 2025 to 30 June 2026, as outlined in Attachment 6.2.1 of the Committee minutes.**

CARRIED 4/0

For: President C R Antonio, Cr A J Mencshelyi, Cr L C Biglin and Cr J E G Williams

Against: Nil

The Chief Executive Officer, Ms D Terelinck, declared a "Direct Financial" interest in item 6.3 Chief Executive Officer Remuneration 2025/26, as the CEO Remuneration package is being considered and Ms Terelinck is the CEO.

Ms Terelinck was not invited into the meeting at the time that this item was being considered.

6.3 Chief Executive Officer Remuneration - 2025/26

MOTION / COMMITTEE DECISION

Minute No: CEO.166

Moved: Cr J E G Williams
Seconded: Cr A J Mencshelyi

The Chief Executive Officer Review & Selection Committee REQUESTS the Shire President to initiate discussion with the Chief Executive Officer regarding the Chief Executive Officer remuneration package for 2025/26 and bring an item back to the Chief Executive Officer Review & Selection Committee with further information on the packages provided to Chief Executive Officers at similar sized local governments.

CARRIED 4/0

For: President C R Antonio, Cr A J Mencshelyi, Cr L C Biglin and Cr J E G Williams

Against: Nil

Reason for Change to Recommendation:

The Committee formed the view that further information was required before an informed decision could be made.

The Chief Executive Officer, Ms D Terelinck, was invited to enter the meeting at 4:40 pm.

The Shire President, C R Antonio, provided the Chief Executive Officer with a brief overview of the decisions made by the Committee during the meeting.

7 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

8 URGENT BUSINESS APPROVED BY DECISION

Nil.

9 GENERAL BUSINESS

Nil.

10 DATE OF NEXT MEETING

Upcoming meetings:

- 17 September 2025 at 4:00 pm
- 17 December 2025 at 4:00 pm

11 DECLARATION OF CLOSURE

There being no further business, the Shire President, C R Antonio, declared the meeting closed at 4:44 pm.

"I certify that the Minutes of the Chief Executive Officer Review & Selection Committee Meeting held on 1 July 2025 have been confirmed as a true and correct record."



Presiding Member



Date