



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **Shire of Northam**

### **Minutes**

### **Chief Executive Officer Review Committee**

**30 November 2017**

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## 1. DECLARATION OF OPENING

The Shire President, Cr C R Antonio declared the meeting open at 3:10pm.

## 2. ATTENDANCE

### Committee:

Shire President  
Councillors

C R Antonio  
M P Ryan  
A J Mencshelyi

### Staff:

Executive Assistant

A C Maxwell

### Guest:

JCP Consulting

John Phillips

### 2.1 APOLOGIES

Councillors

J Proud  
R W Tinetti

### 2.2 APPROVED LEAVE OF ABSENCE

Nil.

## 3. DISCLOSURE OF INTERESTS

Nil.

## 4. CONFIRMATION OF MINUTES

### 4.1 COMMITTEE MEETING HELD 11<sup>TH</sup> OCTOBER 2017

It was noted that none of the committee members were either members or attended the meeting, however the notes had been received by the Council.

### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.38

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That the minutes of the Chief Executive Officer Review Committee meeting held on 11<sup>th</sup> October 2017 be confirmed as a true and correct record of that meeting.

CARRIED 3/0

## 5. COMMITTEE REPORTS

### 5.1 Chief Executive Officer Performance Review 2016/17 Setting of 2017/18 Key Performance Indicators and Review of Total Reward Package

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.39

Moved: Cr Ryan  
Seconded: Cr Mencshelyi

That Council endorse the Chief Executive Officer's performance indicators for the 2017/18 review period as listed in Attachment 1.

CARRIED 3/0

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.40

Moved: Cr Ryan  
Seconded: Cr Mencshelyi

That Council:

1. Notes the Determination of the Salaries and Allowances Tribunal dated 11 April 2017 and approves a 2.5% increase to the Chief Executive Officer's annual base salary of \$233,139 per annum (total reward package of \$269,438 per annum), effective from 2 September 2017; and
2. Request the next review of remuneration be completed by 2 September 2018, in accordance with the contract of employment between Council and Mr Whiteaker.

CARRIED 3/0

## 6. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

Nil.

## 7. DATE OF NEXT MEETING

7<sup>th</sup> February 2017 at 5:30pm.

## **8. DECLARATION OF CLOSURE**

There being no further business, the Shire President, Cr C R Antonio declared the meeting closed at 3:59pm.

"I certify that the Minutes of the Chief Executive Officer Review Committee meeting held on Thursday, 30<sup>th</sup> November 2017 have been confirmed as a true and correct record."

\_\_\_\_\_ President

\_\_\_\_\_ Date