



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Chief Executive Officer Review Committee

4 March 2021

UNCONFIRMED

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1. DECLARATION OF OPENING

The Shire President Cr C R Antonio declared the meeting open at 4:16pm.

2. ACKNOWLEDGEMENT TO COUNTRY

Cr Antonio acknowledged the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and pay our respects to Elders, past present and emerging.

3. ATTENDANCE

Committee:

Shire President
Deputy Shire President
Councillors

C R Antonio
J E G Williams
M P Ryan

Staff:

Chief Executive Officer

J B Whiteaker entered at
4:28pm

3.1 APOLOGIES

Councillors

A J Mencshelyi
R W Tinetti

3.2 APPROVED LEAVE OF ABSENCE

Nil.

3.3 ABSENT

Nil.

4. DISCLOSURE OF INTERESTS

Nil.

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 34C of the Local Government (Administration) Regulations 1996, 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.

5. CONFIRMATION OF MINUTES

5.1 COMMITTEE MEETING HELD ON 15 DECEMBER 2020

RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.77

Moved: Cr Williams

Seconded: Cr Ryan

That the minutes of the Chief Executive Officer Review Committee meeting held on 15 December 2020 be confirmed as a true and correct record of that meeting.

CARRIED 3/0

6. COMMITTEE REPORTS

6.1 CEO STANDARDS REGULATIONS

COMMITTEE DECISION

Minute No: CEO.78

Moved: Cr Ryan
Seconded: Cr Williams

That Council adopt the Model Standards (CEO Standards Regulations).

CARRIED 3/0

6.2 CEO 2020/2021 KPI REPORT

COMMITTEE DECISION

Minute No: CEO.79

Moved: Cr Ryan
Seconded: Cr Williams

That Council request the CEO to arrange for quotes to be obtained for the provision of a 360 Degree Review for the CEO's 2020/21 Review.

CARRIED 3/0

COMMITTEE DECISION

Minute No: CEO.80

Moved: Cr Ryan
Seconded: Cr Williams

That Council request the CEO to provide the CEO Review Committee with an in-depth report on recent staff turnover, including the reasons provided by staff.

CARRIED 3/0

The Chief Executive Officer entered the meeting at 4:28pm.

COMMITTEE DECISION

Minute No: CEO.81

Moved: Cr Ryan

Seconded: Cr Williams

That Council accept the KPI Report as provided.

CARRIED 3/0

6.3 PRELIMINARY DISCUSSION ON KPI'S FOR 2021/22 YEAR

Nil decisions.

7. URGENT BUSINESS APPROVED BY DECISION

Nil.

8. DATE OF NEXT MEETING

27 May 2021 at 4:00pm.

9. DECLARATION OF CLOSURE

Cr Ryan left the meeting at 4:40pm and as there was no quorum, the President declared the meeting closed at that time.

"I certify that the Minutes of the Chief Executive Officer Review Committee meeting held on Thursday, 4 March 2021 have been confirmed as a true and correct record."

_____ President

_____ Date