



Shire of Northam  
*Heritage, Commerce and Lifestyle*

# **Shire of Northam**

## **Minutes**

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

**14 December 2022**



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## 1. DECLARATION OF OPENING

The Shire President, Cr C R Antonio declared the meeting open at 4:00pm.

## 2. ACKNOWLEDGEMENT TO COUNTRY

The Shire President, Cr C R Antonio acknowledged the Traditional Custodians 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

### Committee:

Shire President

Deputy Shire President

Councillors

C R Antonio

M P Ryan from 4:10pm

J E G Williams

A J Mencshelyi

D A Hughes

### Staff:

CEO

JB Whiteaker from 4:10pm

### 3.1 APOLOGIES

Nil.

### 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 09 NOVEMBER 2022

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.108

Moved: Cr Hughes

Seconded: Cr Mencshelyi

That the minutes of the Chief Executive Officer Review Committee meeting held on 09 November 2022 be confirmed as a true and correct record of that meeting.

CARRIED 4/0

## 6. COMMITTEE REPORTS

### 6.1 CEO CONTRACT AND REMUNERATION

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.109

Moved: Cr Mencshelyi

Seconded: Cr Ryan

That Council authorise the Shire President to liaise with the Acting Governance Coordinator to obtain from an appropriate party a (second) legal opinion on the legality of renewing the Chief Executive Officer's contract prior to its current conclusion, given the new legislation regarding the ten-year contract conditions for Chief Executive Officer's.

CARRIED 5/0

### 6.2 RECRUITMENT PROCESS, TIMELINE, INDEPENDENT PERSON, CONDUCTED INTERNALLY OR EXTERNALLY OR MIXED

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.110

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That Council authorise the Shire President to request a list of potential Chief Executive Officer Recruitment Consultants, containing quotes and expected timelines, from the Acting Governance Coordinator.

CARRIED 5/0

### 6.3 CEO PACKAGE OPTIONS FOR NEW RECRUITMENT PROCESS (HOUSING OPTION INCLUDED)

#### 6.4 REQUEST FOR STUDY FOR CEO

##### RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.111

Moved: Cr Ryan  
Seconded: Cr Hughes

That Council:

1. Approve the Leading Economic Growth training held by Harvard Kennedy School; and
2. Inform the CEO that the requested training is approved by Council and that this will not form a KPI for 2022/23.

CARRIED 5/0

#### 6.5 SALARIES AND ALLOWANACE TRIBUNAL REMUNERATION INQUIRY

##### RECOMMENDATION

Minute No: 112

Moved: Cr Ryan  
Seconded: Cr Mencshelyi

That Council request the Chief Executive Officer to complete the inquiry, with no proposed change to the remuneration band.

CARRIED 5/0

#### 7. URGENT BUSINESS APPROVED BY DECISION

Nil.

#### 8. DATE OF NEXT MEETING

25 January 2023 at 4:00pm (prior to the Ordinary Council Meeting).

## 9. DECLARATION OF CLOSURE

There being no further business, the Shire President, Cr C R Antonio, declared the meeting closed at 4:46pm.

"I certify that the Minutes of the Chief Executive Officer Review Committee Meeting held on Wednesday, 14 December 2022 have been confirmed as a true and correct record."



\_\_\_\_\_  
President

~~21/12/2022~~

\_\_\_\_\_  
Date

25/01/2023