



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Chief Executive Officer Review Committee

8 June 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 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

Committee:

Shire President

Deputy Shire President

Councillors

C R Antonio

M P Ryan from 4:48pm

A J Mencshelyi

D A Hughes

J E G Williams

Staff:

Chief Executive Officer

J Whiteaker from 4:25pm

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 9 MARCH 2022

RECOMMENDATION / COMMITTEE DECISION

Minute No: CEO.96

Moved: Cr Mencshelyi

Seconded: Cr Hughes

That the minutes of the Chief Executive Officer Review Committee meeting held on 9 March 2022 be confirmed as a true and correct record of that meeting.

CARRIED 4/0

6. COMMITTEE REPORTS

6.1 CEO 2021/22 KPI REPORT YTD

MOTION / COMMITTEE DECISION

Minute No: CEO.97

Moved: Cr Mencshelyi

Seconded: Cr Hughes

That Council request the Chief Executive Officer to provide a detailed report for the financial year ending June 30th 2022, on staff turnover details and analysis of turnover trends.

CARRIED 4/0

6.2 CEO KPI PLANNING FOR 2022/23

MOTION / COUNCIL DECISION

Minute No: CEO.98

Moved: Cr Hughes

Seconded: Cr Mencshelyi

That Council authorise that the timing of the Chief Executive Officer's KPIs for 2022/23 be determined by the delivery of the Shire's 2022/23 budget.

CARRIED 4/0

The CEO entered the meeting at 4:25pm.

6.3 CEO CONTRACT

6.4 360 DEGREE SURVEY

7. URGENT BUSINESS APPROVED BY DECISION

Nil.

8. DATE OF NEXT MEETING

A meeting will need to be held some time in July as well as the scheduled meetings below to finalise the CEO's KPIs for 2022/23. The date will be advised.

Meeting schedule will be as follows:

- 10 August 2022
- 9 November 2022

9. DECLARATION OF CLOSURE

The Shire President declared the meeting closed at 5:10pm.

"I certify that the Minutes of the Chief Executive Officer Review Committee meeting held on Wednesday, 8 June 2022 have been confirmed as a true and correct record."

_____ President

_____ Date