



1 Joaquina Street, York WA 6302

PO Box 22, York WA 6302

T: (08) 9641 0500

E: records@york.wa.gov.au

W: york.wa.gov.au

AGENDA

Special Council Meeting

To be held in Council Chambers
1 Joaquina Street, York WA 6302
Tuesday 19 May 2026
Commencing 4.30pm





NOTICE OF MEETING

Dear Councillors

In accordance with Regulation 12(4) of the *Local Government (Administration) Regulations 1996* notice is hereby given that a Special Council Meeting will be held at 4.30pm on Tuesday 19 May 2026 in the Council Chambers, First Floor York Town Hall, Joaquina Street, York.

The purpose of the meeting is for Council to consider:

1. Confidential Panel Selection Report – Chief Executive Officer Recruitment
2. Confidential Chief Executive Officer Employment Contract

The meeting will be closed to the public during consideration of the report in accordance with Section 5.23(2)(b) of the *Local Government Act 1995* as it deals with a matter relating to the recruitment or employment of the Chief Executive Officer.

Anneke Birleson

ACTING EXECUTIVE MANAGER CORPORATE & COMMUNITY SERVICES

(on behalf of the Temporary Chief Executive Officer)

DISCLAIMER

Councillors are reminded of the confidentiality requirements contained in Division 4 of [Policy E1 – Code of Conduct: Councillors, Committee Members and Candidates](#).

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Shire of York
Special Council Meeting
Tuesday 19 May 2026 4.30pm



1. Opening & Acknowledgement

The Shire President will declare the Meeting open, welcome those in attendance and acknowledge the traditional owners of the land on which the meeting is held.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr Chris Gibbs, Shire President; Cr Denese Smythe, Deputy Shire President

Cr Elaine Ashford; Cr Monique Hutchinson; Cr Kevin Pyke; Cr Kevin Trent; Cr Melissa Welsh

Staff:

Anneke Birleson, Acting Executive Manager Corporate & Community Services; Ami Hannington, HR & Organisational Development Officer

Apologies/Leave of Absence:

Gallery:

3. Declarations of Interest (Financial, Proximity & Impartiality)

Anneke Birleson and Ami Hannington – due to the nature of our employment relationship with the CEO. Noting the Officers have no decision-making authority in this process.

4. Public Question Time

1. "Public Question Time" will be limited to 15 minutes*. However, Council may exercise its discretion to extend the time by resolution if required. If there are questions remaining unasked at the expiration of the time allotted, members of the public are to submit their questions to the Shire President in writing.
2. Questions submitted to Special Meetings are restricted to the subject matter of that meeting (noting any confidentiality requirements).
3. During Public Question Time each questioner is limited to two (2) questions. Statements or long preamble are not permitted. Where multiple questions are formed into one sentence or paragraph these will be separated into the individual questions.
4. Every person who wishes to ask a question are to identify themselves and register with an Officer immediately prior to the meeting.

5. Questions containing offensive remarks, reference to the personal affairs or actions of Elected Members or staff, or which relate to confidential matters or legal action will not be accepted. Questions that the Presiding Member considers have been answered by earlier questions at the meeting or earlier meetings may not be accepted.
6. There is no debate on the answers provided to questions.
7. A summary of the question and the answer will be recorded in the minutes of the Council meeting at which the question was asked.

5. Confirmation of the Minutes of the Previous Meeting

VOTING REQUIREMENTS

- Simple Majority Absolute Majority

RECOMMENDATION

That the Minutes of the Special Council Meeting held on Tuesday 28 April 2026 be confirmed as a true and correct record of proceedings.

6. Announcements by the Presiding Person without Discussion

7. Meeting Closed to the Public

Council will resolve to close the Meeting to the public in accordance with Section 5.23(2)(b) of the *Local Government Act 1995* as it deals with a matter relating to the recruitment or employment of the Chief Executive Officer.

8. OFFICER'S REPORTS

8.1 Panel Selection Report and CEO Contract of Employment

Author:	Ami Hannington, Human Resources & Organisational Development Officer
Authoriser:	Anneke Birleson, Acting Executive Manager Corporate & Community Services
Previously before Council:	Not applicable
Disclosure of Interest:	Impartiality interest due to employment relationship with the Chief Executive Officer.
Appendices:	Confidential Appendix 8.1A – Panel Selection Report Confidential Appendix 8.1B - CEO Contract of Employment

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive Decision

Legislative Requirement

PURPOSE OF REPORT

This item seeks Council's approval to appoint the preferred candidate to the position of Chief Executive Officer (CEO) for the Shire of York and approval of the CEO Employment Contract in accordance with the Schedule 2 of the *Local Government (Administration) Regulations 1996* (Model Standards).

9. Public Reading of Resolutions Made Behind Closed Doors

The Shire President will read aloud the Resolution made Behind Closed Doors for the purpose of the audio recording and for any people who return to the Gallery.

10. Closure

There being no further business the Shire President will close the Meeting.