



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

MINUTES

Special Council Meeting

Held in Council Chambers
1 Joaquina Street, York WA 6302
Tuesday 19 May 2026



Table of Contents



1.	Opening & Acknowledgement
2.	Record of Attendance / Apologies / Leave of Absence
3.	Declarations of Interest
4.	Public Question Time
5.	Confirmation of the Minutes of the Previous Meeting
6.	Announcements by the Presiding Member without Discussion
7.	Meeting Closed to the Public
8.	Officer's Reports
8.1	Panel Selection Report and CEO Contract of Employment
9.	Public Reading of Resolutions Made Behind Closed Doors
10.	Closure

Shire of York
Special Council Meeting
Tuesday 19 May 2026



1. Opening & Acknowledgement

The Shire President declared the Meeting open at 4:30pm, welcomed those in attendance and read the following acknowledgment:

The York Shire Council acknowledges the Ballardong people of the Noongar Nation who are the Traditional Owners of the country where this meeting is being held and recognise their continuing connection to land, water, sky and culture. We pay our respects to all these people and their Elders past, present and emerging.

In accordance with Regulations 14I and 14J of the Local Government (Administration) Regulations 1996, notice is given that this meeting is being video and audio recorded to facilitate community participation and for minute-taking purposes. By being present at a meeting, members of the public consent to the possibility that their image and voice may be recorded. Audio recordings are published on the Shire's website following the meeting and may be released upon request to third parties.

Members of the public are reminded that, in accordance with Section 6.16 of the Shire of York Local Government (Council Meetings) Local Law 2016, nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the Presiding Member.

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

Apologies: Nil

Staff:

Anneke Birleson, Acting Executive Manager Corporate & Community Services

Ami Hannington, HR & Organisational Development Officer

Apologies/Leave of Absence: Nil

Gallery: There were zero (0) people in the Gallery at the commencement of the Meeting.

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

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 due to the 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).

VOTING REQUIREMENTS

Simple Majority

Absolute Majority

RECOMMENDATION

That, with regard to Panel Selection Report and CEO Contract of Employment, Council:

1. Approves the making of an offer to the candidate named in Confidential Appendix 8.1(A) for the position of Chief Executive Officer at the Shire of York as the candidate Council believes to be the person most suitably qualified for the position; and
2. Approves and is satisfied with the proposed terms of the CEO Employment Contract detailed within Confidential Appendix 8.1(B) being for a period of five (5) years inclusive of a Total Reward Package valued at \$239,600, calculated in accordance with the 2025 Salaries and Allowances Tribunal Local Government Determination Band Three (3) range.

3. Authorises the Shire President to execute the CEO Employment Contract and apply the Common Seal in accordance with section 9.49A(1)(a) of the *Local Government Act 1995*, subject to the candidate agreeing to enter into the proposed terms of the CEO Employment Contract without amendment;
4. Notes that, subject to the candidate named in Confidential Attachment 8.1(A) accepting the proposed terms of the CEO Employment Contract, the candidate is appointed to the position of Chief Executive Officer at the Shire of York; and
5. Authorises the Shire President to present the contract to the candidate and, if the candidate negotiates under Clause 12 of Schedule 2 of the *Local Government (Administration) Regulations 1996* terms different to the proposed terms, the amended proposed contract will be provided to Council for approval before the contract is executed.

RESOLUTION

Moved: Cr Smythe

Seconded: Cr Welsh

SY20260503 **That, with regard to Panel Selection Report and CEO Contract of Employment, Council:**

1. Approves the making of an offer to the candidate named in Confidential Appendix 8.1(A) for the position of Chief Executive Officer at the Shire of York as the candidate Council believes to be the person most suitably qualified for the position; and
2. Approves and is satisfied with the proposed terms of the CEO Employment Contract detailed within Confidential Appendix 8.1(B) being for a period of five (5) years inclusive of a Total Reward Package valued at \$239,600, calculated in accordance with the 2025 Salaries and Allowances Tribunal Local Government Determination Band Three (3) range.
3. Authorises the Shire President to execute the CEO Employment Contract and apply the Common Seal in accordance with section 9.49A(1)(a) of the *Local Government Act 1995*, subject to the candidate agreeing to enter into the proposed terms of the CEO Employment Contract without amendment;
4. Notes that, subject to the candidate named in Confidential Attachment 8.1(A) accepting the proposed terms of the CEO Employment Contract, the candidate is appointed to the position of Chief Executive Officer at the Shire of York; and
5. Authorises the Shire President to present the contract to the candidate and, if the candidate negotiates under Clause 12 of Schedule 2 of the *Local Government (Administration) Regulations 1996* terms different to the proposed terms, the amended proposed contract will be provided to Council for approval before the contract is executed.

6. Approves the Panels Selection Report and CEO Contract of Employment as presented in confidential Appendix 8.1.

CARRIED 7/0

In Favour: Crs Chris Gibbs, Denese Smythe, Elaine Ashford, Monique Hutchinson, Kevin Pyke, Kevin Trent and Melissa Welsh

Against: Nil

RESOLUTION

Moved: Cr Gibbs **Seconded:** Cr Smythe

SY20260504 That Council resolves to open the Meeting to the public.

CARRIED 7/0

In Favour: Crs Chris Gibbs, Denese Smythe, Elaine Ashford, Monique Hutchinson, Kevin Pyke, Kevin Trent and Melissa Welsh

Against: Nil

The doors were opened at 4.36pm.

9. Public Reading of Resolutions Made Behind Closed Doors

The Shire President read aloud the Resolution made Behind Closed Doors for the purpose of the audio recording.

10. Closure

There being no further business the Shire President thanked those in attendance and closed the Meeting at 4.39 pm.