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MINUTES

Special Council Meeting

Held in Council Chambers
1 Joaquina Street, York WA 6302
Wednesday, 3 June 2026



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Shire of York
Special Council Meeting
Wednesday, 3 June 2026



1. Opening & Acknowledgement

The Shire President declared the Meeting open at 10:30am, 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 (via electronic means); Cr Kevin Pyke; Cr Kevin Trent; Cr Melissa Welsh

In accordance with Regulation 14C of the *Local Government (Administration) Regulations 1996*, the Shire President has authorised Cr Monique Hutchinson to attend this meeting via electronic means, having given consideration to the location from which Cr Hutchinson is attending the meeting and the equipment used to attend the meeting, confirming they are suitable to enable effective engagement in deliberations and communications, and ensuring confidentiality.

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)

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.

Public Question Time opened at 10.32am.

There being no questions asked, Public Question Time closed at 10.32am.

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 19 May 2026 be confirmed as a true and correct record of proceedings.

RESOLUTION

Moved: Cr Trent **Seconded:** Cr Smythe

SY20260601 That the Minutes of the Special Council Meeting held on Tuesday 19 May 2026 be confirmed as a true and correct record of proceedings.

CARRIED 7/0

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

Against: Nil

6. Announcements by the Presiding Person without Discussion

Nil

7. Meeting Closed to the Public

Council resolved 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.

RESOLUTION

Moved: Cr Welsh **Seconded:** Cr Smythe

SY20260602 That Council resolves 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.

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 closed at 10.34am.

8. OFFICER'S REPORTS

8.1 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 8.1 - CEO Contract of Employment

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive Decision

Legislative Requirement

PURPOSE OF REPORT

The purpose of this report is to present Council with the outcome of negotiations with the preferred candidate for the position of Chief Executive Officer and to seek Council's 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 the CEO Contract of Employment, Council:

1. Appoints the candidate named in Confidential Appendix 8.1 to the position of Chief Executive Officer at the Shire of York, being the candidate that the Council determines as being the person most suitably qualified and experienced for the position; and
2. Approves the finalised terms of the Chief Executive Officer employment contract detailed in Confidential Appendix 8.1, being for a period of five (5) years inclusive of a Total Reward Package valued at \$299,163 calculated in accordance with the 2025 Salaries and Allowances Tribunal Local Government Determination Band 3 range.
3. Authorises the Shire President to execute the Chief Executive Officer employment contract and apply the common seal in accordance with section 9.49A(1)(a) of the Local Government Act 1995.

10. Closure

There being no further business the Shire President thanked those in attendance and closed the Meeting at 10.39am.