



SHIRE OF
HARVEY



Special Council Meeting **Minutes**

Harvey Council Chambers

Tuesday, 9 June 2026

4PM

Shire of Harvey
Special Council Meeting

Minutes of the Special Council Meeting of the Harvey Shire Council, held in the Council Chamber, Young Street, Harvey, on Tuesday, 9 June 2026, commencing at 4pm.

Attendance

Shire President	Cr. M.	Campbell	
	Cr. J.	Bromham	
	Cr. W.	Dickinson	
	Cr. R.	Coleman	
	Cr. R.	Holly	
	Cr. A.	Hitchcock	<i>Electronically</i>
	Cr. K.	McCarthy	

Staff

Chief Executive Officer	Ms. A.	Riordan
Manager Governance and Strategy	Ms. K.	Williams
Manager Communications and Public Relations	Ms. T.	Palmonari
Manager Information Services	Mr. A.	Ewing
Council Planning and Reporting Officer	Mr. T.	Stubbings

There were 0 members of the public and 0 member of the press present.

1. Official Opening

The Shire President declared the meeting open at 4pm.

Disclaimer

Members of the Public are advised that recommendations to Council contained within this Agenda can be subject to change. Applicants and other interested parties should refrain from taking any action until written advice is received confirming Council's decision with respect to any particular issue.

Any statement or insinuation of approval regarding any planning or development application made during a Special Ordinary Council Meeting, is not to be taken as notice of approval. Anyone who has an application lodged with the Shire must obtain, and should only rely on, written confirmation of the outcome of the application and any conditions attached to the decision made by Council.

Council Members and the Community are reminded that should an exception resolution be passed; this has the effect of making the decision to accept the Officer Recommendation stated in the Agenda as the Council's decision without change.

An audio and visual record will be made, by means of livestreaming, of these proceedings and uploaded to the Shire's YouTube page for viewing.

Acknowledgement of Country

The Shire of Harvey acknowledges the traditional custodians of the land and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities, their cultures, and to Elders past, present and emerging.

Procedural Motion

President Campbell put forth the following:

That Council suspend Standing Orders Part 8 Clause 8.5 "Members to indicate their intention to speak and to rise when speaking" to allow Members to remain seated when speaking; to improve the quality of the audio recording of the meeting.

Moved: President Campbell

Seconded: Cr. Coleman

That Council suspend Standing Orders Part 8 Clause 8.5 "Members to indicate their intention to speak and to rise when speaking" to allow Members to remain seated when speaking; to improve the quality of the audio recording of the meeting.

Carried 6-0

26/95

Votes:

For: President Campbell, Cr. McCarthy, Cr. Dickinson, Cr. Bromham, Cr. Coleman, and Cr. Holly.

Against: Nil.

2. Record of Apologies and Leave of Absence

Cr. Carbone

Cr. Morley

Cr. Hitchcock requested to attend the Tuesday, 9 June 2026 Special Council Meeting electronically. In accordance with Regulation 14C(2)(b) of the Local Government (Administration) Regulations 1996, the Shire President has approved this request and is satisfied that the location from which the member intends to attend the meeting, and the equipment that the member intends to use to attend the meeting, is suitable for the member to be able to effectively engage in deliberations and communications during the meeting, as per Regulation 14C(5) and 14D(6) of the Regulations.

3. Declarations of Members' and Officers' Personal Interest

Cr. Coleman declared an Impartiality interest in Item 10.1 Cr. Coleman declared that one of the applicants is known to her through a previous business association. Cr. Coleman stated that she would stay in the Chamber and vote on the matter on its merits.

4. Response to Previous Questions Taken on Notice

Nil.

5. Public Question Time

Nil.

6. Petitions/Deputations/Presentations/Submissions

Nil.

7. Purpose of Meeting

The purpose of the Special Council Meeting is to consider the outcomes of preliminary enquiries undertaken by the Shire President and to determine the appointment of a suitably qualified individual as Temporary Chief Executive Officer, including approval of the terms and conditions of employment, to ensure continuity of leadership during the transition period while recruitment of a substantive Chief Executive Officer is undertaken.

8. Moving Behind Closed Doors

That the Committee move behind closed doors in accordance with section 5.23(2)(b), a matter relating to the recruitment or employment of the Chief Executive Officer.

Moved: Cr. Bromham

Seconded: Cr. McCarthy

That the Committee move behind closed doors.

Carried 7-0 26/96

Votes:

For: Cr. Bromham, Cr. Coleman, Cr. Dickinson, Cr. Hitchcock, Cr. Holly, Cr. McCarthy, and President Campbell.

Against: Nil.

The Committee moved behind closed doors at 4.07pm.

Mr. Ewing and Mr. Stubbings exited the Chamber at 4.07pm.

9. Suspend Standing Orders

That the Committee suspends Standing Orders to allow consideration of Item 10.1

Moved: Cr. President Campbell Seconded: Cr. Dickinson

That the Committee suspends Standing Orders.

Carried 7-0 26/97

Votes:

For: Cr. Bromham, Cr. Coleman, Cr. Dickinson, Cr. Hitchcock, Cr. Holly, Cr. McCarthy, and President Campbell.

Against: Nil.

10. Resume Standing Orders

That the Committee resume Standing Orders.

Moved: Cr. Coleman Seconded: Cr. Holly

That Council resume Standing Orders.

Carried 7-0 26/98

Votes:

For: Cr. Bromham, Cr. Coleman, Cr. Dickinson, Cr. Hitchcock, Cr. Holly, Cr. McCarthy, and President Campbell.

Against: Nil.

11. Returning from Behind Closed Doors

That the Committee return from behind closed doors in accordance with section 5.23(2)(b), a matter relating to the recruitment or employment of the Chief Executive Officer.

Moved: Cr. Bromham Seconded: Cr. Holly

That the Committee return from behind closed doors.

Carried 7-0 26/99

Votes:

For: Cr. Bromham, Cr. Coleman, Cr. Dickinson, Cr. Hitchcock, Cr. Holly, Cr. McCarthy, and President Campbell.

Against: Nil.

The Committee returned from behind closed doors at 5.37pm.

12. Officer's Reports

Item No.:	12.1.
Subject:	Appointment of Temporary CEO
Proponent:	Shire of Harvey
Location:	Shire of Harvey
Reporting Officer:	Manager Governance and Strategy on behalf of the Shire President Michelle Campbell
Authorising Officer:	Chief Executive Officer
File No.:	F/08/00053
Attachments:	1. Confidential Attachment 1 2. Confidential Attachment 2 3. Confidential Attachment 3

Reason for Confidentiality

Pursuant to Section 5.23(2)(b) of the *Local Government Act 1995*, this report contains information about a matter relating to the recruitment or employment of the Chief Executive Officer, including the termination of employment.

Accordingly, this report is provided to Council on a confidential basis.

Should Council wish to discuss matters contained within this report or attachments, Council will be required to resolve to close the meeting to members of the public in accordance with Section 5.23 of the *Local Government Act 1995*.

Discussion during any closed session is to be limited to matters directly relating to interim leadership arrangements.

Summary

This report follows Council's acceptance at the May 2026 Ordinary Council Meeting of the resignation of the Chief Executive Officer (CEO), effective Friday, 14 August 2026. Council is required to determine appropriate interim executive leadership arrangements pending completion of the recruitment and appointment of a substantive Chief Executive Officer.

In accordance with Policy 1.3.4 – Temporary Employment or Appointment of Acting Chief Executive Officer and Section 5.39C of the *Local Government Act 1995*, preliminary enquiries have been undertaken regarding suitably qualified and experienced persons available to undertake the role of Temporary Chief Executive Officer (TCEO).

This report presents suitably qualified candidates for Council consideration and recommends the appointment of one of the Candidates as TCEO for a period of six months with the possibility of extension for a further three months while the recruitment of a substantive CEO takes place.

Voting Requirements

Absolute Majority

Officer's Recommendation

The Shire President Recommends

That Council:

1. Notes the outcome of the preliminary enquiries and discussions undertaken by the Shire President in accordance with Council Resolution of Tuesday, 26 May 2026 and Policy 1.3.4 – Temporary Employment or Appointment of Acting Chief Executive Officer.
2. Determines that the persons identified in **Confidential Attachments 1 and 2** are suitably qualified to be appointed as Temporary Chief Executive Officer pursuant to section 5.36 of the *Local Government Act 1995* and Policy 1.3.4 – Temporary Employment or Appointment of Acting Chief Executive Officer.
3. Resolves to appoint Candidate _____ (1 or 2), as identified in Confidential Attachment _____ (1 or 2), as Temporary Chief Executive Officer of the Shire of Harvey for a period of six months commencing on a date determined by the Shire President prior to the cessation of the substantive Chief Executive Officer's employment to ensure an appropriate handover period.
4. Approves the proposed terms and conditions of employment contained within the draft Temporary Chief Executive Officer Employment Contract attached as **Confidential Attachment 3** for the appointed candidate, including the remuneration package, accommodation allowance, access to a Shire vehicle and associated employment benefits.
5. Notes that the Position Description attached to the Employment Contract outlines the statutory functions and responsibilities of the Chief Executive Officer and that Council will undertake a workshop with the Temporary Chief Executive Officer following commencement to establish Key Performance Indicators for the appointment period.
6. Authorises the Shire President to finalise any minor administrative amendments to the Employment Contract, provided such amendments do not materially alter the intent of Council's resolution.
7. Authorises the Shire President to execute the Temporary Chief Executive Officer Employment Contract on behalf of the Shire of Harvey.
8. Authorises the Shire President to extend the Temporary Chief Executive Officer appointment for a further period of up to three months should a substantive Chief Executive Officer not be available to commence within the initial six-month appointment period.
9. Notes that the recruitment and appointment process for a substantive Chief Executive Officer will continue in accordance with the *Local Government Act 1995*, the Local Government (Administration) Regulations 1996 and the Shire's adopted policies.

BY ABSOLUTE MAJORITY

Moved: Cr. Coleman

Seconded: Cr. Bromham

The Shire President Recommends

That Council:

1. **Notes the outcome of the preliminary enquiries and discussions undertaken by the Shire President in accordance with Council Resolution of Tuesday, 26 May 2026 and Policy 1.3.4 – Temporary Employment or Appointment of Acting Chief Executive Officer.**
2. **Determines that the persons identified in *Confidential Attachments 1 and 2* are suitably qualified to be appointed as Temporary Chief Executive Officer pursuant to section 5.36 of the *Local Government Act 1995* and Policy 1.3.4 – Temporary Employment or Appointment of Acting Chief Executive Officer.**

3. Resolves to appoint *Candidate 1*, as identified in *Confidential Attachment 1*, as Temporary Chief Executive Officer of the Shire of Harvey for a period of six months commencing on a date determined by the Shire President prior to the cessation of the substantive Chief Executive Officer's employment to ensure an appropriate handover period.
4. Approves the proposed terms and conditions of employment contained within the draft Temporary Chief Executive Officer Employment Contract attached as *Confidential Attachment 3* for the appointed candidate, including the remuneration package, accommodation allowance, access to a Shire vehicle and associated employment benefits.
5. Notes that the Position Description attached to the Employment Contract outlines the statutory functions and responsibilities of the Chief Executive Officer and that Council will undertake a workshop with the Temporary Chief Executive Officer following commencement to establish Key Performance Indicators for the appointment period.
6. Authorises the Shire President to finalise any minor administrative amendments to the Employment Contract, provided such amendments do not materially alter the intent of Council's resolution.
7. Authorises the Shire President to execute the Temporary Chief Executive Officer Employment Contract on behalf of the Shire of Harvey.
8. Authorises the Shire President to extend the Temporary Chief Executive Officer appointment for a further period of up to three months should a substantive Chief Executive Officer not be available to commence within the initial six-month appointment period.
9. Notes that the recruitment and appointment process for a substantive Chief Executive Officer will continue in accordance with the *Local Government Act 1995*, the Local Government (Administration) Regulations 1996 and the Shire's adopted policies.
10. Authorises the Shire President, should Candidate 1 be unavailable, to authorise the Shire President to execute the same resolution for Candidate 2.

BY ABSOLUTE MAJORITY

Carried 7-0

26/100

Votes:

For: Cr. Bromham, Cr. Coleman, Cr. Dickinson, Cr. Hitchcock, Cr. Holly, Cr. McCarthy, and President Campbell.

Against: Nil.

13. Closure of Meeting

There being no further business to discuss, the meeting was declared closed at 5.41pm.

I, Ms. Michelle Campbell, certify that the aforesaid Minutes of the meeting held on Tuesday, 9 June 2026, are a true and correct record of that meeting on Tuesday, 9 June 2026.

A handwritten signature in black ink, appearing to read 'ME Campbell', written over a horizontal line.

Ms. Michelle Campbell
Shire President