



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **MINUTES OF EXTRAORDINARY COUNCIL MEETING TUESDAY, 8 JUNE 2021**

MINUTES OF THE **Extraordinary Council Meeting** OF TENTERFIELD SHIRE held at the Tenterfield Shire Council Training Room on Tuesday, 8 June 2021 commencing at 9.00 am.

### **ATTENDANCE**

Councillor Peter Petty (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Don Forbes  
Councillor John Macnish  
Councillor Brian Murray  
Councillor Tom Peters  
Councillor Bronwyn Petrie  
Councillor Michael Petrie  
Councillor Bob Rogan  
Councillor Gary Verri

### **ALSO IN ATTENDANCE**

Recruitment Specialist (Stephen Blackadder)  
Acting Executive Assistant & Media (Elizabeth Melling)  
Manager HR, Workforce Development & Safety (Wes Hoffman)

*Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.*

## **OPENING AND WELCOME**

### **WEBCASTING OF MEETING**

*I advise all present that this meeting is being recorded for placement on Council's website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council's commitment to openness and accountability.*

*All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.*

*No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.*

### **CIVIC PRAYER**

*We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.*

*May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord.*

### **ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

### **APOLOGIES**

that there were no apologies.

### **DISCLOSURE & DECLARATIONS OF INTEREST**

Nil.

## **BUSINESS OF THE MEETING**

### **RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION**

**121/21** **Resolved** that:

- a) the meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2) of the Local Government Act, 1993; and
- b) the Agenda and associated correspondence, unless specified are not to be released to the Public as they relate to a matter of either personal hardship,

personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Donald Forbes/Bob Rogan)

### **Motion Carried**

*The recording device was turned off and the meeting moved into closed committee, the time being 9.05 am.*

## **CONFIDENTIAL BUSINESS**

### **(ITEM GOV44/21) SELECTION & APPOINTMENT OF NEW CHIEF EXECUTIVE**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.

#### **SUMMARY**

The purpose of this report is to appoint and select a new Chief Executive for Tenterfield Shire Council.

### **122/21 Resolved that:**

(1) the Report by the Recruitment Consultant, Stephen Blackadder, on the recruitment and selection of a new Chief Executive Officer for the Tenterfield Shire Council be received and noted.

(2) That the preferred candidate selected at the further and final interviews conducted on 8 June 2021 be offered the position of Chief Executive Officer (General Manager) of Tenterfield Shire Council and the Mayor and Deputy Mayor, in consultation with Recruitment Consultant, be authorised to negotiate and finalise the appointment based on the following terms and conditions:

(a) A five (5) year performance based contract in accordance with the standard contract of employment for General Managers in NSW;

(b) A total remuneration package as detailed in the recruitment consultant's report, being the total value of all components of remuneration offered, including salary, superannuation, the private use value of the Council provided motor vehicle under a novated lease or leaseback arrangement and any other benefits negotiated with the successful candidate;

(c) A relocation allowance be offered if required up to a limit of \$10,000 to cover the cost of relocating household and other items, subject to 50% of the reimbursement be paid on relocation and the remaining 50% after 12 months satisfactory service as assessed by the Performance Review Panel;

(d) The policies of the Council which grant an entitlement to the employee relating to the private use of the Council motor vehicle, the incidental

private use of the Council provided mobile phone and laptop computer, and the relocation allowance be included in Schedule A of the Contract.

(e) The Council house at 53 Welburn Lane, Tenterfield be offered to the successful candidate at nil rental up to and including twelve months from commencing in the role. After the twelve month period a rental rate will be negotiated with the Mayor and Deputy Mayor and to be included in the Total Remuneration Package as a salary sacrifice.

(3) That no public announcement of the name of the successful candidate be made until such time as the Mayor has obtained a written acceptance of the offer from the preferred candidate.

(a) That should the preferred candidate for whatever reason decline the offer the second preferred candidate be offered the position on the same terms and conditions.

(b) That Council maintain the confidentiality of the documents and considerations in respect of the Chief Executive Officer recruitment process.

(c) That the Council seal be affixed to the contract.

(Gary Verri/Bob Rogan)

### **Motion Carried**

### **RESUMPTION OF STANDING ORDERS**

**123/21** **Resolved** that the meeting move out of Closed Committee and Standing Orders be resumed.

(Gary Verri/Tom Peters)

### **Motion Carried**

*The meeting moved out of Closed Committee and the recording device turned on, the time being 2.40 pm.*

*The Mayor read the resolution as resolved by Council whilst in Closed Committee.*

*The Mayor thanked Stephen Blackadder for his work and dedication in the recruitment process.*

### **MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 2.48pm.

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Councillor Peter Petty  
Mayor/Chairperson