

EXTRAORDINARY COUNCIL



MINUTES

held in the Council Chambers Ray Walsh House, 437 Peel Street, Tamworth

SATURDAY 10 JULY 2010 at 9:00am

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PRESENT: Crs James Treloar (Mayor), Cr Phil Betts, Cr Paul Durant, Cr Col Murray, Cr Ray Tait, Cr Helen Tickle, Cr Russell Webb, Cr Juanita Wilson and Cr Warren Woodley.

IN ATTENDANCE: Recruitment Consultant – Stephen Blackadder,
Blackadder Associates Pty Ltd;
Human Resource Manager – Liz Thorby;
Executive Officer – Tony McCann.

1 APOLOGIES

Nil.

2 COMMUNITY CONSULTATION

Nil.

3 DISCLOSURE OF INTEREST

Nil.

4 MAYORAL MINUTE

4.1 RECRUITMENT AND APPOINTMENT OF THE GENERAL MANAGER, TAMWORTH REGIONAL COUNCIL - FILE No SF4743

AUTHOR: MAYOR CR JAMES M TRELOAR

MOTION

Moved Cr James Treloar /Cr Ray Tait

213/10 RESOLVED

That the Mayoral Minute to the Extraordinary Meeting of Council on Saturday 10 July 2010 in Open Council in relation to the recruitment and appointment of a General Manager, Council:

- (i) receive and note the Mayoral Minute; and
- (ii) determine this matter in part of this Extraordinary Meeting closed to the public pursuant to Sections 10A(2)(a) and 10A(2)(d)(i) of the Local Government Act 1993 on the grounds:
 - 10A(2) (a) personnel matters concerning particular individuals (other than councillors),
 - 10A(2) (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

At 9:02am the Meeting moved into Closed Council to consider the undermentioned Mayoral Minute it being noted that there were no members of the public in attendance

at this Meeting at this time and the Mayor as Chairperson advised that no written public submissions or representations had been received as to whether or not part of the meeting should be closed to the public.

The Mayor as Chairperson advised that it is a requirement of clause 253 of the *Local Government (General) Regulation 2005* that any resolution passed in Closed Council, be made public as soon as practicable after the meeting has ended.

At 12:50pm the Meeting was adjourned for a meal break and reconvened at 1:40pm.

5 CLOSED MAYORAL MINUTE

5.1 MAYORAL MINUTE – RECRUITMENT AND APPOINTMENT OF THE GENERAL MANAGER, TAMWORTH REGIONAL COUNCIL - FILE NO SF4743

AUTHOR: MAYOR CR JAMES M TRELOAR
[SECTION 10A(2)(a) and 10A(2)(d)(i)]

MOTION

Moved Cr Ray Tait/Cr Russell Webb

214/10 RESOLVED

That the Mayoral Minute to the Extraordinary Meeting of Council on Saturday 10 July 2010 in Closed Council in relation to the recruitment and appointment of a General Manager, Council:

- (i) receive and note the Mayoral Minute;
- (ii) discuss the confidential reports provided by Council's appointed Recruitment Consultant, Stephen Blackadder, Blackadder Associates Pty Ltd., with respect to applications received for the position;
- (iii) conduct interviews of the shortlisted preferred candidates;
- (iv) consider an offer of appointment to the final preferred candidate;
- (v) consider the Terms of the Contract of Employment to be offered to the preferred candidate;
- (vi) utilise the Department of Local Government's "Standard Contract of Employment – General Managers of Local Councils in New South Wales" documentation when preparing the contract; and
- (vii) note that all applications received for this position and all confidential reports from Blackadder Associates Pty Ltd remain classified as confidential.

Executive Officer's Note:

Interviews were conducted of a short list of five (5) candidates. At the conclusion of interviews a comprehensive assessment was undertaken by the Council with the assistance of the Recruitment Consultant.

A preferred candidate was agreed upon by the Council.

MOTION

Moved Cr Paul Durant/Cr Juanita Wilson

215/10 RESOLVED

- (i) that the preferred candidate selected at the conclusion of interviews be offered the position of General Manager of the Tamworth Regional Council and the Mayor and Deputy Mayor be authorised, with advice from the Recruitment Consultant, to finalise negotiations based on the following:-
 - (a) a five year performance-based Employment Contract pursuant to the Local Government Act 1993, with the inclusion of a six (6) month performance review followed by a further performance review at nine (9) months and the conduct of the first annual performance review in accordance with Section 338 of the Act;
 - (b) a satisfactory medical report pursuant to Council policy; and
 - (c) the contract of employment terms including total remuneration package as discussed by Council in Closed Council.
- (ii) that no public announcement of the name of the successful candidate be made until the Mayor has obtained a written acceptance of the offer from the preferred candidate;
- (iii) that the terms of the finalised Employment Contract be notified to the other Councillors;
- (iv) that the Employment Contract between the Appointee and the Council be executed under the Common Seal of the Council;
- (v) that the Mayor be authorised to announce the name of the successful candidate at the time when it is known that all administrative matters have been addressed.

6 RESOLUTIONS PASSED IN CLOSED COUNCIL

At 6:07pm the meeting moved back into Open Council

In accordance with clause 253 of the *Local Government (General) Regulation 2005* the Mayor as Chairperson provided a summary of the resolutions passed in Closed Council.

Closure: There being no further business the Extraordinary Meeting of Council concluded at 6:09pm.

Chairperson of the meeting at which these minutes were adopted, Title of Chairperson
Chairperson
Date at which these minutes will be adopted

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