

MINUTES

Extraordinary Council Meeting

2 September 2025

**MINUTES OF NARRANDERA SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE EMERGENCY OPERATIONS CENTRE
ON TUESDAY, 2 SEPTEMBER 2025 AT 9.20AM**

The Mayor declared the meeting opened at **9.20am** and welcomed the Councillors, staff, and those viewing by live stream.

1 ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present.

2 HOUSE KEEPING

Advice provided of Council's Work, Health and Safety (WHS) Evacuation Plan and location of the Amenities.

3 DISCLOSURE OF POLITICAL DONATIONS

Advice provided to those present, of the legislative requirement for Disclosure of Political Donations:

The Environmental Planning and Assessment Act 1979, Section 147 requires a person submitting planning applications or submissions regarding a planning application, to disclose any reportable political donation and/or gifts to any local Councillor or employee of Council. Reportable political donations include those of, or above, \$1,000. The Disclosure Statement forms are available on Councils website or from the Customer Service Centre and must be lodged in accordance with the Act.

There were no Disclosure of Political Donations received by the Chairperson.

4 PRESENT

Mayor Cr Neville Kschenka OAM, Deputy Mayor Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis *late*

In Attendance

George Cowan (GM), Mark Anderson (LGMS; Consultant/Recruitment Facilitator) Vicki Maher (EA)

5 APOLOGIES

Nil

6 DECLARATIONS OF INTEREST

Nil

7 PUBLIC QUESTION TIME

N/A

8 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 25/164**

Moved: Cr Bob Manning

Seconded: Cr Cameron Lander

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

8.1 Selection of General Manager

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

CARRIED

SUSPENSION OF STANDING ORDERS**RESOLUTION 25/165**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Jenny Clarke OAM

A motion was moved that Council suspend standing orders for final interviews of candidates for the General Manager position.

CARRIED

At 9.24am, the General Manager and Executive Assistant left the meeting.

At 9.32am, Cr Lewis joined the meeting.

Consultant, Mr Anderson, provided an overview of the recruitment process to date and the results of the first round of interviews conducted with the short list candidates on Tuesday 12 August 2025.

The three selected candidates from those interviews, at 9.30am, 11am and 12.45pm, each made a presentation to the Committee of the Whole and responded to questions asked by Councillors

At 11.15am, Cr Braden Lyons left the meeting for a personal appointment.

At 12pm, Cr Braden Lyons returned to the meeting.

At 3.50pm, the General Manager and Executive Assistant returned to the meeting.

RESUMPTION OF STANDING ORDERS

RESOLUTION 25/166

Moved: Cr Cameron Lander

Seconded: Deputy Mayor Cr Sue Ruffles

A motion was moved that Council resume standing orders and resolve Item 8.1.

CARRIED

8.1 SELECTION OF GENERAL MANAGER

RESOLUTION 25/167

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Offer Candidate One the position of General Manager for Narrandera Shire Council on a Five (5) Year Contract with Total Remuneration Package (TRP) of \$332,000 Per Annum made up of Cash, Superannuation and Vehicle Lease Back as per Policy, plus subsidised Accommodation.
2. If the preferred candidate does not accept the contract, offer Candidate Two the position of General Manager for Narrandera Shire Council on a Five (5) Year Contract with Total Remuneration Package (TRP) of \$332,000 Per Annum made up of Cash, Superannuation and Vehicle Lease Back as per Policy, plus subsidised Accommodation.
3. If candidates One and Two do not accept the contract, offer Candidate Three the position of General Manager for Narrandera Shire Council on a Five (5) Year Contract with Total Remuneration Package (TRP) of \$332,000 Per Annum made up of Cash, Superannuation and Vehicle Lease Back as per Policy, plus subsidised Accommodation.
4. Require any appointment being subject to background checks coming back clear.
5. Delegate the Mayor to negotiate terms with the successful candidate within Council's policies.
6. That approval is given to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

CARRIED

8.2 OPEN COUNCIL

RESOLUTION 25/168

Moved: Cr Cameron Rouse

Seconded: Cr Bob Manning

That Council moves out of Closed Council into Open Council and the Mayor advise of the resolution endorsed in Closed Session.

CARRIED

9 REPORT OF CONFIDENTIAL RESOLUTIONS

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

The Meeting closed at 3.57pm.

The minutes of this meeting were confirmed at the Ordinary Meeting of the Narrandera Shire Council held on 16 September 2025.

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GENERAL MANAGER

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CHAIRPERSON

Unconfirmed