



Minutes

9 October 2025

Extraordinary Council

PRESENT

Members:

Mayor Adam Roberts
Councillor Lauren Edwards
Councillor Mark Hornshaw
Councillor Lisa Intemann
Councillor Chris Kirkman
Councillor Nik Lipovac
Councillor Danielle Maltman
Councillor Rachel Sheppard
Councillor Hamish Tubman

Other Attendees:

Group Manager Governance (Michael Ferguson)
Legal Counsel (Anthea Gilmore)

The meeting opened at 9.56pm.

01 Acknowledgement of Country

The Mayor opened the Meeting with an Acknowledgement of Country and welcomed all in attendance in the Chamber and viewing on line.

02 Remote Attendance at Meeting

Recommendation

Nil

03 Apologies

Nil

04 Disclosures of Interest

There were no disclosures of interest presented.

05 Mayoral Minutes

Nil

06 Office of the Chief Executive officer

Nil

07 Business and Performance

Nil

08 Community Infrastructure

Nil

09 Community Planning and Environment

Nil

10 Community Utilities

Nil

Confidential Session

Resolved: Sheppard/Edwards

1. That pursuant to section 10A subsections 2 & 3 and 10B of the Local Government Act 1993 (as amended), the press and public be excluded from the proceedings of the Confidential Session of Council on the basis that items to be considered are of a confidential nature.

2. That Council move into Closed Session to receive and consider the following items:

Item 11.01 Recruitment of the General Manager

This item is considered confidential under Section 10A(2)(a) of the Local Government Act 1993, as it contains personnel matters concerning particular individuals (other than Councillors).

3. That the resolutions made by Council in Confidential Session be made public as soon as practicable after the conclusion of the Confidential Session and such resolutions be recorded in the Minutes of the Council Meeting.

CARRIED: 9/0

FOR: Edwards, Hornshaw, Intemann, Kirkman, Lipovac, Maltman, Roberts,
Sheppard and Tubman

AGAINST: Nil

Resolved: Lipovac/Kirkman

That the Council meeting be closed to the public for the consideration of confidential items for the reason as listed in the reports.

CARRIED: 9/0

FOR: Edwards, Hornshaw, Intemann, Kirkman, Lipovac, Maltman, Roberts,
Sheppard and Tubman

AGAINST: Nil

11.01 Recruitment of the General Manager

Resolved: Roberts

That Council:

1. Offer the preferred candidate the position of General Manager of Port Macquarie-Hastings Council and the Mayor in consultation with the 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 body of the 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) If applicable, a relocation allowance be offered 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 and the incidental private use of the Council provided mobile phone and laptop computer.
2. Make no public announcement of the name of the successful candidate until such time as the Mayor has obtained a written acceptance of the offer from the preferred candidate.
3. Should the preferred candidate, for whatever reason decline the offer, the next step is to refer the matter to a future meeting of Council for further consideration.
4. Maintain the confidentiality of the documents and considerations in respect of the General Manager recruitment process.

CARRIED: 9/0

FOR: Edwards, Hornshaw, Intemann, Kirkman, Lipovac, Maltman, Roberts, Sheppard and Tubman

AGAINST: Nil

Resolved: Maltman/Edwards

That the Council Meeting be re-opened to the public.

CARRIED: 9/0
FOR: Edwards, Hornshaw, Intemann, Kirkman, Lipovac, Maltman, Roberts, Sheppard and Tubman
AGAINST: Nil

The outcomes of the Confidential Session of the Ordinary Council meeting were read to the meeting by the Group Manager Governance.

The meeting closed at 10.09pm.

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Adam Roberts
Mayor