



MINUTES

**Extraordinary Council Meeting
Tuesday, 23 September 2025**

Order Of Business

1	Opening of Meeting	3
2	PRAYER & Acknowledgment of country	3
3	Apologies	3
4	Disclosure of Interest	4
	CHIEF EXECUTIVE OFFICERS Reports (incorporating all staff reports).....	4
	Part A – Items Requiring Decision	4
5	Chief Executive Officer's Reports	4
5.1	Move to Confidential Session to Conduct Interviews	4
6	Confidential Matters	4
6.1	Mayoral Minute - Nomination of Preferred Candidate.....	4

MINUTES OF BALRANALD SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD
ON TUESDAY, 23 SEPTEMBER 2025 AT 9AM

1 OPENING OF MEETING

2 PRAYER & ACKNOWLEDGMENT OF COUNTRY

Prayer

Almighty and eternal God, give us the grace to faithfully fulfil the duties of our office.

Shed the light of your wisdom and counsel upon us so that, strengthened by these gifts, we will, in the administration of the affairs of the council, always do what is right and just.

We ask that our deliberations will be both fruitful and wise.

Amen

Acknowledgement of Country

We pay our respect to the Traditional Custodians of the Lands where we hold this meeting to Elders past, present and emerging.

PRESENT:

Mayor Louie Zaffina, Deputy Mayor Dwaine Scott, Cr Leigh Byron, Cr Iain Lindsay-Field, Cr Alison Linnett, Cr Tracy O'Halloran, Cr Phillip Pippin, Cr German Ugarte

IN ATTENDANCE:

Mr Steven Pinnuck and Mr Terrey Kiss, both the Local Government Services Group, engaged as recruitment consultants.

3 APOLOGIES

Nil

L-2

4 DISCLOSURE OF INTEREST**CHIEF EXECUTIVE OFFICERS REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****5 CHIEF EXECUTIVE OFFICER'S REPORTS****5.1 MOVE TO CONFIDENTIAL SESSION TO CONDUCT INTERVIEWS****OFFICER RECOMMENDATION**

That Council move into confidential session under Section 10A(2)(a) of the Local Government Act 1993, namely the consideration of personnel matters concerning particular individuals (other than councillors).

RESOLUTION 2025/180

Moved: Cr Alison Linnett

Seconded: Deputy Mayor Dwaine Scott

PURPOSE OF REPORT

The purpose of this report is for Council to move into confidential session to interview for the position of Chief Executive Officer.

CARRIED

6 CONFIDENTIAL MATTERS**MOTION**

Moved: Cr Leigh Byron

Seconded: Cr Alison Linnett

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:

6.1 Mayoral Minute - Nomination of Preferred Candidate

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).

Copies of this Mayoral minute have been restricted to Councillors only.

Council resolved that a Recruitment Committee would oversee the process of recruiting a new CEO up until Interview stage, when thereafter the full Council would participate. Recruitment Consultants, LG Services Group Pty Ltd (Terrey Kiss and Steven Pinnuck as Senior Executive Advisers) were engaged to assist the Council in seeking applications and evaluating candidates.

All Councillors participated in the interviews of three (3) candidates held on the 23 September 2025. Four Candidates were selected for interview however one withdrew prior to the interviews being held.

L-2

This report serves to enable Council to resolve to determine a preferred candidate and the terms and conditions of the proposed appointment.

RESOLUTION 2025/181

Moved: Cr Alison Linnett

Seconded: Deputy Mayor Dwaine Scott

That Council moves out of Closed Council into Open Council.

That the preferred candidate selected at the interviews on 23 September 2025 be offered the position of Chief Executive Officer of Balranald Shire Council, and the Mayor, Cr Louie Zaffina, be authorised to negotiate and finalise the appointment based on the following Terms and Conditions:

- a. A five-year term.*
 - b. A Total Remuneration Package of (redacted for Confidential Reasons) comprising salary and a superannuation guarantee contribution of 12% for the 2025/2026 Financial Year..*
 - c. The Contract of Employment being in accordance with the Standard Contract for General Managers in NSW as required by the Office of Local Government.*
- 2. That no Public Announcement of the name of the successful candidate be made until such time as the Mayor has received a written acceptance of the offer from the preferred candidate.*
 - 3. That it be noted a Performance Agreement will be prepared within two to three months of the CEO commencing in the role to align the Council and the CEO with a core group of agreed objectives.*
 - 4. That Council maintain the confidentiality of the documents and considerations in respect of the CEO Recruitment Process.*
 - 5. That the Standard Contract of Employment be executed under the Common Seal of Council.*

CARRIED

The Meeting closed at **enter time**.

The minutes of this meeting were confirmed at the Council Meeting held on 18 November 2025.


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MAYOR

