

MINUTES OF THE EXTRA ORDINARY MEETING

Meeting Date: Monday, 29 September 2025

Location: Council Chambers, City Administrative Building, Bridge Road, Nowra

Time: 5.30pm

The following members were present:

Mayor Patricia White - Chairperson

Clr Selena Clancy

Clr Denise Kemp (Remotely)

Clr Luciano Casmiri

Clr Karlee Dunn

Clr Jason Cox

Clr Peter Wilkins

Clr Bob Proudfoot

Clr Jemma Tribe

Clr Matthew Norris

Clr Gillian Boyd

Clr Ben Krikstolaitis

Others present:

Mr Brian Barrett – Acting CEO

Ms Sara McMahon – Manager – Business Assurance & Risk

Mr Stephen Blackadder - Managing Director of SBC Pty Ltd

Mr Benjamin Fischer – Governance Officer (Minute Taker)

The Chairperson read a statement advising those present that the proceedings of this meeting (including presentations, deputations and debate) will be webcast and may be recorded and broadcast under the provisions of the Code of Meeting Practice.

Apologies / Leave of Absence

A request for leave was granted at the Ordinary Meeting, 23 September 2025 for Clr Killian for this meeting.

Declaration of Interests

Mayor White declared a Less than Significant Non-Pecuniary interest in item CMM25.3 - Mayoral Minute - Recruitment of a Chief Executive Officer for the reason that one of the candidates is known to the Mayor in a professional capacity. Mayor White will remain in the room and take part in discussion and voting on the matter.

Councillor Clancy declared a Less than Significant Non-Pecuniary interest in item CMM25.3 - Mayoral Minute - Recruitment of a Chief Executive Officer for the reason that one of the candidates is known to Councillor Clancy in a professional capacity. Councillor Clancy will remain in the room and take part in discussion and voting on the matter.

Minutes Confirmed Tuesday 14 October 2025 – Chairperson

MAYORAL MINUTE

MM25.22 Mayoral Minute - Chief Executive Officer Recruitment and Performance Review Panel

HPERM Ref:
D25/427918

Recommendation

That:

1. Council reaffirms the Chief Executive Officer (CEO) Performance Review Panel for 2025/2026 and,
 - a. Appoint membership as follows: Mayor White (Chairperson), Cr Casmiri, Cr Norris and Cr Cox
 - b. Thank outgoing panel members Cr Wilkins, Cr Clancy and Cr Proudfoot.
2. In accordance with Section 10A(2)(a) and 10A(2)(d)(i) of the Local Government Act the Council resolve to consider a separate confidential Mayoral Minute on the appointment of a Chief Executive Officer as the information to be considered relates to:
 - a. Personnel matters concerning particular individuals (other than Councillors), and
 - b. Commercial information of a confidential nature that would, if disclosed
 - i. prejudice the commercial position of the person who supplied it.

MOTION (Mayor White)

That:

1. Council reaffirms the Chief Executive Officer (CEO) Performance Review Panel for 2025/2026 and,
 - a. Appoint membership as follows: Mayor White (Chairperson), Cr Casmiri, Cr Norris and Cr Cox
 - b. Thank outgoing panel members Cr Wilkins, Cr Clancy and Cr Proudfoot.
2. In accordance with Section 10A(2)(a) and 10A(2)(d)(i) of the Local Government Act the Council resolve to consider a separate confidential Mayoral Minute on the appointment of a Chief Executive Officer as the information to be considered relates to:
 - a. Personnel matters concerning particular individuals (other than Councillors), and
 - b. Commercial information of a confidential nature that would, if disclosed
 - i. prejudice the commercial position of the person who supplied it.

RESOLVED(AMENDMENT) (Clr Wilkins / Clr Proudfoot)

MIN25.436

That:

1. Council reaffirms the Chief Executive Officer (CEO) Performance Review Panel for 2025/2026 and,
 - a. Appoint membership as follows: Mayor White (Chairperson), the Deputy Mayor, Cr Casmiri, Cr Norris and Cr Cox
 - b. Thank outgoing panel members Cr Clancy and Cr Proudfoot.
2. In accordance with Section 10A(2)(a) and 10A(2)(d)(i) of the Local Government Act the Council resolve to consider a separate confidential Mayoral Minute on the appointment of a Chief Executive Officer as the information to be considered relates to:
 - a. Personnel matters concerning particular individuals (other than Councillors), and
 - b. Commercial information of a confidential nature that would, if disclosed

- i. prejudice the commercial position of the person who supplied it.

FOR: Mayor White, Clr Casmiri, Clr Wilkins, Clr Proudfoot, Clr Tribe, Clr Norris and Clr Boyd

AGAINST: Clr Clancy, Clr Kemp, Clr Dunn, Clr Cox and Clr Krikstolaitis

CARRIED

The AMENDMENT became the MOTION and was CARRIED unanimously

Procedural Motion - Invite Attendees to Confidential Session

RESOLVED (Clr Krikstolaitis / Clr Norris) MIN25.437

That Mr Stephen Blackadder, Managing Director of SBC Pty Ltd be invited to attend the meeting during the consideration of Report CMM25.3 in confidential session to provide information to the Council if required.

FOR: Mayor White, Clr Clancy, Clr Kemp, Clr Casmiri, Clr Dunn, Clr Cox, Clr Wilkins, Clr Proudfoot, Clr Tribe, Clr Norris, Clr Boyd and Clr Krikstolaitis

AGAINST: Nil

CARRIED

CONFIDENTIAL REPORTS

Pursuant to Section 10A(4) the public were invited to make representation to the meeting before any part of the meeting is closed, as to whether that part of the meeting should be closed.

No members of the public made representations.

RESOLVED (Clr Cox / Clr Dunn) MIN25.438

That the press and public be excluded from the Meeting, pursuant to section 10A(1)(a) of the Local Government Act, 1993, to consider the following items of a confidential nature.

CMM25.3 Mayoral Minute - Recruitment of a Chief Executive Officer

Personnel matters concerning particular individuals (other than Councillors). 10(A)(2)(a)

Commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it. 10(A)(2)(d)(i)

There is a public interest consideration against disclosure of information as disclosure of the information could reasonably be expected to reveal commercial-in-confidence provisions of a contract, diminish the competitive commercial value of any information to any person and/or prejudice any person's legitimate business, commercial, professional or financial interests.

FOR: Mayor White, Clr Clancy, Clr Kemp, Clr Casmiri, Clr Dunn, Clr Cox, Clr Wilkins, Clr Proudfoot, Clr Tribe, Clr Norris, Clr Boyd and Clr Krikstolaitis

AGAINST: Nil

CARRIED

The meeting moved into confidential the time being 5:37pm.

The meeting moved into open session, the time being 7:00pm.

REPORT FROM CONFIDENTIAL SESSION

The following resolutions of the meeting, whilst closed to the public, were made public.

CMM25.3 Mayoral Minute - Recruitment of a Chief Executive Officer

**HPERM Ref:
D25/428119**

RESOLVED

MIN25.439C

That Council

1. Receive and note the report and the additional information which it has been provided with respect to the recruitment process.
2. Confirms that the preferred candidate following the merit based recruitment process undertaken by Council for the for the position of General Manager, styled as the Chief Executive Officer, of Shoalhaven City Council, is the candidate recommended in the Mayoral Minute and referred to as Candidate 1.
3. In the circumstance that the preferred candidate does not accept the position, authorise the Mayor to:
 - a. Recommence the recruitment process, including the readvertisement of position.
 - b. Seek to extend the contract of the Interim CEO to cover the duration of the recruitment process.
4. Reconfirms authorisations given to the Mayor (with advice from the Recruitment Consultant) as provided by Part 4 of MIN25.451C with regard to finalisation of negotiations with the accepting candidate and finalising the Employment Contract .
5. The Employment Contract between the appointee and the Council be executed under the Common Seal of the Council.
6. Confirms that no public announcement of the name of the successful candidate be made until the Mayor has obtained a written acceptance of the offer and the contract has been executed.
7. Maintains the confidentiality of the documents and considerations in respect of the CEO recruitment process.

CARRIED

There being no further business, the meeting concluded, the time being 7:03pm.

Mayor White
CHAIRPERSON