

Sue Paini

From: Sue Paini [spaini@union.une.edu.au]
Sent: Wednesday, 23 November 2005 8:19 AM
To: 'Stephen Hall'
Subject: RE: Standing Committee resolution

Adrian Robinson is the new CFO at UNE!

Sue Paini
Chief Executive Officer
Services UNE Ltd
Ph: 02 6773 2349
Fax: 02 6772 9195

From: Stephen Hall [mailto:shall@forsyths.com.au]
Sent: Wednesday, 23 November 2005 8:08 AM
To: Sue Paini
Subject: RE: Standing Committee resolution

Sue,

Who is Adrian Robinson and what his his role in the process?

Cheers

Stephen

From: Sue Paini [mailto:spaini@union.une.edu.au]
Sent: Wednesday, 23 November 2005 8:06 AM
To: 'Helen Arthurson'
Cc: Ann Maurer Work; ajmurray@northernmarketing.com.au; jennie@wmwsolicitors.com.au; Stephen Hall
Subject: RE: Standing Committee resolution

Helen,

Thank you for your advice regarding the Standing Committee approval for the sale of the Tattersalls property and the appointment of Adrian Robinson. I am currently sourcing a copy of the relevant Policy document and will pass on to Stephen Hall once received to ensure we have complied. I will also follow up with Adrian regarding consent to act, etc.

In regard to the request that Services UNE Ltd extend the Tender Process for the Tattersalls Hotel by a further two weeks, please note the following:

- The Public Tender Process (including published timeframe for the tender) began with a press release on the 31st October and has included a three week advertising campaign incorporating adverts over three Saturdays in the Sydney Morning Herald, as well as adverts in local and Tamworth papers for a similar period. In total the timeframe for the Tender is 26 days, similar to most tender and auction processes;
- All advertisements and documents distributed include the closing date of 4pm 25th November, with this date triggering subsequent dates for acceptance by the Services UNE Ltd Board and notification to unsuccessful tenderers;
- In all 29 Tender documents (including Information Memorandum, Conditions of Tender, Tender Forms and Contracts of Sale for Land) have been distributed by Forsyths of Tamworth (who are managing the process for Services UNE Ltd.); following a high level of interest in the Hotel over the months of the UNE Union Receivership;

- We are aware that at least one Tender Document is currently in the mail to Forsyths office in Tamworth, as required under the Conditions of Tender;
- As per the Conditions of Tender, all Tenders are to go directly to Forsyths at Tamworth and will not be opened until after Tenders Close;
- At a practical level any advertising of an extension must be in this Saturdays Sydney Morning Herald (essential given the three adverts in this paper), which is after the advertised closing date of the 25th November.

Given all of the above and after discussions with Ann Maurer and advice from Stephen Hall, Services UNE does not believe it is prudent to extend the tender closing date given that this will involve a significant re-advertising campaign; amending and replacing all Tender Documents already distributed; and seriously risks disenfranchising those who are already complying with the existing Public Tender Process and negatively impacting on any price received.

Regards Sue

Sue Paini
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From: Helen Arthurson [mailto:harthur2@une.edu.au]
Sent: Tuesday, 22 November 2005 11:01 AM
To: spaini@union.une.edu.au
Cc: chancellor@une.edu.au
Subject: Standing Committee resolution
Importance: High

Dear Sue,

At its meeting held yesterday, 21 November 2005, the Standing Committee of Council resolved:

that, under section 18(1)(b) of the University of New England Act 1993 the Standing Committee of Council approves the sale of the Tattersalls Hotel, subject to Services UNE adhering to the NSW Government Procurement Policy, Office of financial Management, Policy and Guidelines Paper, NSW Code of Practice for Procurement, Item 4, Standards of Behaviour;
and
that Mr Adrian Robinson, Chief Financial Officer of UNE, be appointed as a Director to Services UNE Board.

The Standing Committee asked also that the close of tenders be extended for a further two weeks until 9 December 2005.

Yours sincerely,
Helen

Helen Arthurson
Head, Office of the Secretariat, and Secretary to Council
University of New England, Armidale NSW 2351

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