



**MINUTES OF THE
EXTRAORDINARY MEETING OF COUNCIL**

Held on

Thursday 25th July 2024

11:00 am

In

NEWA Meeting Room 2/129 Rusden Street Armidale

**Present: Interim Administrator John Rayner(Chair) and
Renee Irvine – Acting General Manager**

**MINUTES OF EXTRAORDINARY MEETING OF NEW ENGLAND COUNTY
COUNCIL HELD IN COUNCIL'S RUSDEN STREET OFFICE ON 25 JULY 2024**

MINUTES OF THE EXTRAORDINARY MEETING AGENDA

*The Chair advised that while the meeting is not being live-streamed,
a video recording of the meeting will be available on the County Council's website.*

**PRESENT: Interim Administrator – John Rayner
Renee Irvine – Acting General Manager**

APOLOGIES: None

DECLARATION OF INTEREST: No Declaration of Interest

AUDIT RISK AND IMPROVEMENT COMMITTEE-SETTING OF FEES

Audit, Risk and Improvement Committee Members Fees

The purpose of this report is to set fees for independent members of the Audit, Risk and Improvement Committee (ARIC).

Fee Payment

Fees are only payable to independent members of ARIC appointed to the Committee via resolution of the Council.

Fees are determined by Council resolution.

Fees will only be paid upon receipt of a claim form with documentation and/or receipts/tax invoices as required.

Chair and independent member meeting fees as outlined below are subject to review on 1st July each year. The percentage rate increase (if any) will be the same as each year's increase in fees for Mayors and Councillors as set by the Local Government Remuneration Tribunal.

Fee for ARIC Chair

The fee for the ARIC Chair will be \$1,700.

The fee includes an allowance for meeting preparation and will be paid for the duration of any meeting or council-approved workshop. Travel time is not paid.

In addition, travel expenses may be claimed on a per-kilometre basis as per the relevant rate set by the Australian Taxation Office. This covers travel from the usual

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private place of residence and return only to participate in meetings and workshops as required.

If the appointed Chair resides outside of reasonable driving distance, remote participation in meetings via video conferencing will be arranged or the Council will pay for reasonable flights and accommodation to facilitate in-person attendance if required and approved by the General Manager.

No other fees for the Chair will be payable.

Fee for ARIC Independent Members

The fee for independent members will be \$1250.

Fees include an allowance for meeting preparation and will be paid for the duration of any meeting or Council approved workshop. Travel time is not paid. If the appointed Committee Member resides outside of reasonable driving distance, remote participation in meetings via video conferencing will be facilitated by the Council.

Travel expenses may be claimed on a per-kilometre basis as per the relevant rate set by the Australian Taxation Office. This covers travel from the usual private place of residence and return only to participate in meetings and workshops as required.

If the Member resides outside of reasonable driving distance, remote participation in meetings via video conferencing will be arranged or the Council will pay for reasonable flights and accommodation to facilitate in-person attendance if required and approved by the General Manager.

No other fees for Independent members will be payable.

Superannuation

Councils are obliged under the Superannuation Guarantee (Administration) Act 1992 to make compulsory superannuation guarantee contributions on behalf of Audit, Risk, and Improvement Committee Members where they are remunerated Superannuation Contributions will be paid at the same rate that applies to Council employees.

Note if a committee member invoices Council as a company or other business arrangement, this does not apply.

Resolved:- 29/24

Motion that the Policy and Fees outlined in the report be adopted

Moved: - John Rayner Interim Administrator

Carried.

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MATTERS OF URGENCY – ANY OTHER BUSINESS

The Interim Administrator stated “As per Clause 3.29 of the Code of Meeting Practice I propose that two items of business be considered. The items are:

- Min 27/24 Item 11.2 ‘Confirmation of Employee Wage Increase for the 2024/25 Financial Year’
- General Manager’s Contract.”

Resolved:- 30/24

Motion:- That the two items of business be considered at this meeting

Moved John Rayner Interim Administrator

Carried

As Chairperson The Interim Administrator ruled that the business is of great urgency on the grounds that the business requires decisions of the Council before the next scheduled Ordinary Meeting of the Council.

- Min 27/24, Item 11.2, 21st June 2024 Confirmation of Employee Wage Increase for the 2024/2025 Financial Year
- The decision of 21st June 2024 is clarified to read
- That for the 2024/2025 Financial Year NEWA Employees whose salaries and wages are covered by the NSW Local Government (State Award) be paid an increase of 3.5% plus 0.5% of employees annual salary (as of 30th June 2024) or \$1000 whichever is the greater.

Moved John Rayner Interim Administrator

Carried

Consideration of Business in Closed Session

There were no representations received from the public on the item to be discussed in closed session. There was no one in the public gallery.

That in accordance with Section 10A(1) of the Local Government Act 1993 the following matter be considered in closed session for the reason provided.

- This matter is being considered in closed session as it related to a personnel matter concerning a particular individual.

Moved John Rayner Interim Administrator

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The Interim Administrator advised that the Council move back into open session.

Open Council

That Council resumes the open session and the decision taken in closed session be adopted.

Moved John Rayner Interim Administrator

Motion

- 1. That the Contract of Employment of the General Manager is terminated.
- 2. That Renee Irvine be appointed Acting General Manager under a salary and conditions agreed with the Interim Administrator.

Moved – John Rayner Interim Administrator

Carried

NEXT MEETING – 10 AM, 15 AUGUST 2024

MEETING CLOSE:- 11.15am