

# Extraordinary Council Meeting

## Minutes

Grafton - 15 February 2024 - 4:00 PM





# AGENDA

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**1. OPENING OF EXTRAORDINARY MEETING**

**MINUTES of the EXTRAORDINARY MEETING of the CLARENCE VALLEY COUNCIL at Grafton, 15 February 2024 commencing at 4:00 PM and closing at 4.17pm.**

**AFFIRMATION** – Cr Whaites delivered the Affirmation.

We, the Councillors of the Clarence Valley declare that we will undertake the duties of the office of Councillor in the best interests of our community and faithfully and impartially, carry out the functions, powers, authorities and discretions vested in us, to the best of our skill and judgement.

**ACKNOWLEDGEMENT OF THE TRADITIONAL CUSTODIANS OF THE LAND** – Cr Pickering delivered the Acknowledgement of the Traditional Custodians of the Land.

We acknowledge the Bundjalung, Gumbaynggirr and Yaegl people as the Traditional Owners of the land on which we all live and work. We honour the First Nations peoples culture & connection to land, sea and community. We pay our respects to their Elders past, present and emerging.

**ANNOUNCEMENT** – The General Manager delivered the Announcement.

All present are advised that this meeting is being broadcast live and audio recorded. Your attendance at this meeting is your acceptance that your image may be recorded and streamed to the internet as well as being retained in the archive of the record of the Council meeting.

Speakers are asked not to make insulting or defamatory statements and to take care when discussing other people's personal information. No other persons are permitted to record the meeting unless specifically authorised by Council to do so.

**PRESENT**

Cr Peter Johnstone, Cr Ian Tiley, Cr Allison Whaites, Cr Greg Clancy, Cr Bill Day, Cr Jeff Smith, Cr Debrah Novak, Cr Karen Toms and Cr Steve Pickering

General Manager (Laura Black), Director – Corporate & Governance (Alex Moar), Director – Environment & Planning (Adam Cameron), Director – Works & Civil (Jamie Fleeting) and Minutes Secretary (Michelle West).

**2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**3. DISCLOSURES AND DECLARATIONS OF INTEREST****Declarations received at the commencement of the Extraordinary Council Meeting**

Name	Item	Nature of Interest, Action and Reason
Laura Black – General Manager	05.24.001	<ul style="list-style-type: none"> <li>▪ Pecuniary – Leave the Meeting</li> <li>▪ The proposed motion relates to my remuneration &amp; result of my annual performance assessment</li> </ul>

The General Manager left the meeting at 4.02pm

**COUNCIL RESOLUTION**

**Toms/Novak**

**That Council move into closed session to consider the following items in accordance with the Local Government Act 1993.**

**Voting recorded as follows**

**For: Johnstone, Whaites, Novak, Toms, Pickering**

**Against: Tiley, Clancy, Day, Smith**

**CARRIED**

## 5. MAYORAL MINUTES

**ITEM 05.24.001 MAYORAL MINUTE  
PERFORMANCE MANAGEMENT OF THE GENERAL MANAGER**

<b>Meeting</b>	Extraordinary Council	15 February 2024
<b>Submitted by</b>	Cr Peter Johnstone	
<b>Attachments</b>	Nil	

**SUMMARY**

This Mayoral Minute is the official report to Council of the General Manager's Annual Performance review. It was completed in accordance with the OLG Guidelines on the Appointment and Oversight of General Managers.

**PROPOSED MOTION**

That Council

1. note the Annual Performance Management report from the Performance Management Review Panel.
2. endorse the recommendation from the Performance Management Review Panel to award the General Manager a 2% performance pay rise under paragraph 8.3 of the Standard Contract of Employment for General Managers of Local Councils in New South Wales with the increase backdated to 7 October 2023.

**COUNCIL RESOLUTION - 05.24.001**

**Johnstone**

**That Council**

1. **note the Annual Performance Management report from the Performance Management Review Panel.**
2. **endorse the recommendation from the Performance Management Review Panel to award the General Manager a 2% performance pay rise under paragraph 8.3 of the Standard Contract of Employment for General Managers of Local Councils in New South Wales with the increase backdated to 7 October 2023.**

**Voting recorded as follows**

**For: Johnstone, Whaites, Novak, Toms, Pickering**

**Against: Tiley, Clancy, Day, Smith**

**CARRIED**

**COUNCIL RESOLUTION**

**Clancy/Tiley**

**That Council move out of closed session and resume open forum.**

**Voting recorded as follows**

**For: Johnstone, Tiley, Whaites, Clancy, Day, Smith, Novak, Toms, Pickering**

**Against: Nil**

**CARRIED**

The General Manager returned to the meeting at 4.16pm

**8. CLOSE OF ORDINARY MEETING**

There being no further business the Extraordinary Meeting closed at 4.17pm