



# Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the  
Executive Committee Meeting**

**will be held on:**

**Date: Tuesday, 6 September 2022**  
**Time: 1.15pm**  
**Location: Council Chamber, Third Floor  
Office of the Waitaki District Council  
20 Thames Street, Oamaru**

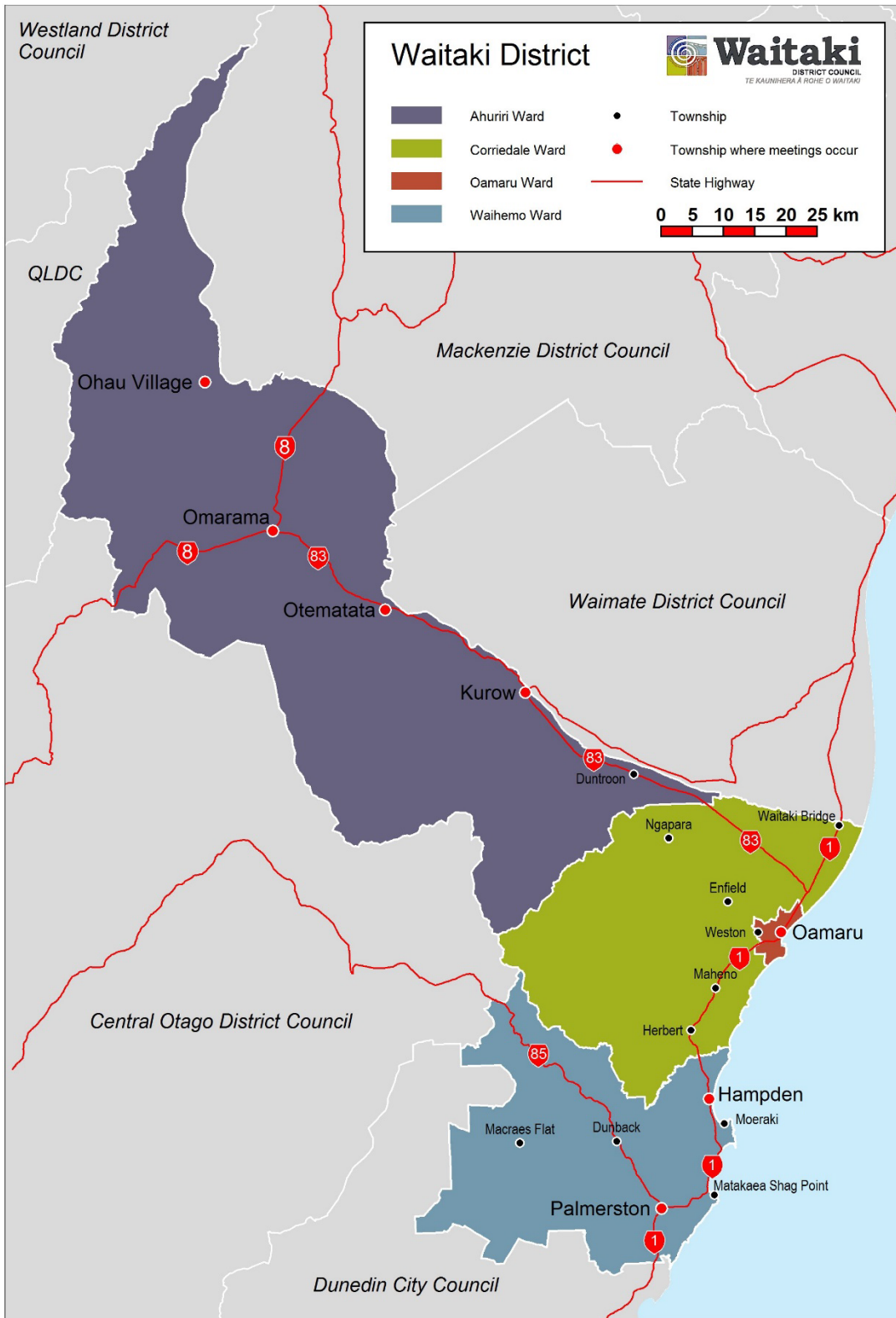
## Agenda

### Executive Committee Meeting 6 September 2022

#### Executive Committee Membership

Mayor Gary Kircher	Chair
Deputy Mayor Melanie Tavendale	Associate Chair
Cr Bill Kingan	Member
Cr Kelli Williams	Member
Cr Colin Wollstein	Member

**Alex Parmley**  
**Chief Executive**



STRATEGIC FRAMEWORK

# Waitaki

# THE BEST PLACE TO BE!

Waitaki - Whenua taurikura

## EMPOWERING OUR PEOPLE AND PLACE TO THRIVE

Whakapuāwai takata, Whakapuāwai whenua

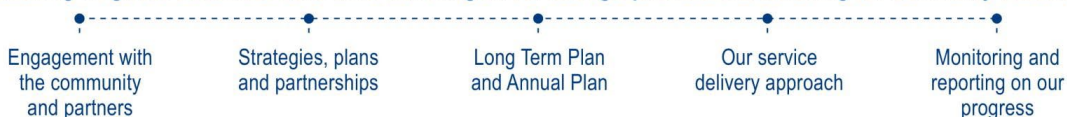
**COMMUNITY OUTCOMES**



**STRATEGIC PRIORITIES**



Ensuring we get core business done while delivering on our strategic priorities and achieving our community outcomes



## Agenda Items

<b>1</b>	<b>Apologies .....</b>	<b>5</b>
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<b>3</b>	<b>Confirmation of Previous Meeting Minutes.....</b>	<b>6</b>
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<b>4</b>	<b>Resolution to Exclude the Public .....</b>	<b>10</b>
<b>5</b>	<b>Public Excluded Section .....</b>	<b>11</b>
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<b>6</b>	<b>Resolution to Return to the Public Meeting .....</b>	<b>11</b>
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<b>8</b>	<b>Meeting Close .....</b>	<b>11</b>

- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 16 AUGUST 2022**

**Author:** Ainslee Hooper, Governance and Policy Advisor

**Authoriser:** Lisa Baillie, People and Transformation Group Manager

**Attachments:** 1. **Public minutes of the Executive Committee Meeting held on 16 August 2022**

**RECOMMENDATION**

That the Executive Committee confirms the Public Minutes of the Executive Committee Meeting held on 16 August 2022, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**

**OF THE EXECUTIVE COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,  
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU  
ON TUESDAY, 16 AUGUST 2022 AT 9.50AM**

**PRESENT:** Mayor Gary Kircher (Chair), Cr Bill Kingan, Cr Kelli Williams, and Cr Colin Wollstein

**APOLOGY:** Deputy Mayor Melanie Tavendale

**IN ATTENDANCE:** Cr Jim Thomson  
Alex Parmley (Chief Executive)  
Ainslee Hooper (Governance and Policy Advisor)

**MEETING OPEN**

The Chair declared the meeting open at 9.50am and welcomed everyone present.

**1 APOLOGIES**

**RESOLVED EC 2022/011**

Moved: Mayor Gary Kircher  
Seconded: Cr Bill Kingan

That the apology received from Deputy Mayor Melanie Tavendale be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 24 MAY 2022**

**RESOLVED EC 2022/012**

Moved: Cr Colin Wollstein  
Seconded: Cr Kelli Williams

That the Executive Committee confirms the Public Minutes of the Executive Committee Meeting held on 24 May 2022, as circulated, as a true and correct record of that meeting.

**CARRIED**

The Committee briefly discussed whether they felt it was necessary to go into public excluded to discuss and approve the Council Controlled Organisations' Directorship Review Timetable in public excluded. When there was no objection to discussing it in public, the Chair ruled that it would be treated as a public document.

## 5.1 COUNCIL CONTROLLED ORGANISATIONS' (CCO) DIRECTORSHIP REVIEW 2022 TIMETABLE PE

The report, as circulated, sought the Committee's approval of the timetable for the 2022 Review of Council Controlled Organisations' (CCO) Directorships.

The Chair shared his concerns that the timetable was stretched out too far and would restrict the Committee's time and ability to facilitate the directorship review process. He acknowledged that the timetable had been designed to accommodate the cross-over with the pre-and post-elections period, but suggested changes be made, as set out below.

The Chair suggested that, however the Executive Committee is constituted after the elections, there is agreement now to ask at least two of the three retiring Committee members to return and continue to contribute to the CCO Directorship review process, as their experience would be helpful. In response to questions, it was clarified that those returning members would be participating in an advisory capacity only (ie they would not be appointed under the Local Government Act), as ex officio members with no voting rights. This was agreed.

Timetable changes were proposed as follows:

- Advertisements would be placed in mid-September (16-17)
- Expressions of interest would close on 7 October
- The shortlisting workshop would take place on 19 October
- The rest of the process would be brought forward from there (with the Governance Advisor to revise the timetable accordingly).

The Chair noted that the decisions on CCO directorship appointments could be made by the Executive Committee a couple of weeks earlier than the original schedule suggested. They could still go to the final Council Meeting of the year (tentatively scheduled for 6 December 2022), or an Additional Council Meeting could tentatively be scheduled for 29 November 2022 instead.

The Committee briefly discussed the directorships that were to be renewed in this 2022 round; and which Chairs / Deputy Chairs / other Directors would be invited to have discussions with the Committee on 6 September to help inform the Committee's decision on which positions needed to be advertised.

The Governance Advisor was asked to revise the timetable in accordance with the changes proposed, and to commence implementation of the process in consultation with the Mayor and Human Resources Advisor as stated.

**ACTION: Governance Advisor**

### RESOLVED EC 2022/013

Moved: Cr Colin Wollstein

Seconded: Cr Bill Kingan

That the Executive Committee adopts the timetable, as amended at this meeting, for the Council Controlled Organisations' Directorship Review for 2022.

**CARRIED**



It is noted for the record that the agenda items below were not required at this meeting, due to the Chair's ruling that Public Excluded Agenda Item 5.1 would be discussed in Public.

- 4 RESOLUTION TO EXCLUDE THE PUBLIC**
- 5 PUBLIC EXCLUDED SECTION**
- 6 RESOLUTION TO RETURN TO THE PUBLIC MEETING**
- 7 RELEASE OF PUBLIC EXCLUDED INFORMATION**
  
- 8 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed at 10.05am.

TO BE CONFIRMED at the Executive Committee Meeting to be held on 6 September 2022.

.....  
CHAIRPERSON

UNCONFIRMED

**4 RESOLUTION TO EXCLUDE THE PUBLIC**

**RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<p><b>5.1 - 2022 Council Controlled Organisations' Directorship Review - Process Decisions PE</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

**5 PUBLIC EXCLUDED SECTION**

**6 RESOLUTION TO RETURN TO THE PUBLIC MEETING**

**RECOMMENDATION**

That the Executive Committee resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered.

**7 RELEASE OF PUBLIC EXCLUDED INFORMATION**

In accordance with Waitaki District Council Standing Orders, and pursuant to resolutions in the public excluded session of the meeting, any previously public excluded information that the Executive Committee decides to release will be included under this agenda item in the Public Minutes of this meeting.

**8 MEETING CLOSE**