



# Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the  
Executive Committee Meeting  
will be held on:**

**Date:** Tuesday, 17 August 2021  
**Time:** 9.30am  
**Location:** Council Chamber, Third Floor  
Office of the Waitaki District Council  
20 Thames Street, Oamaru

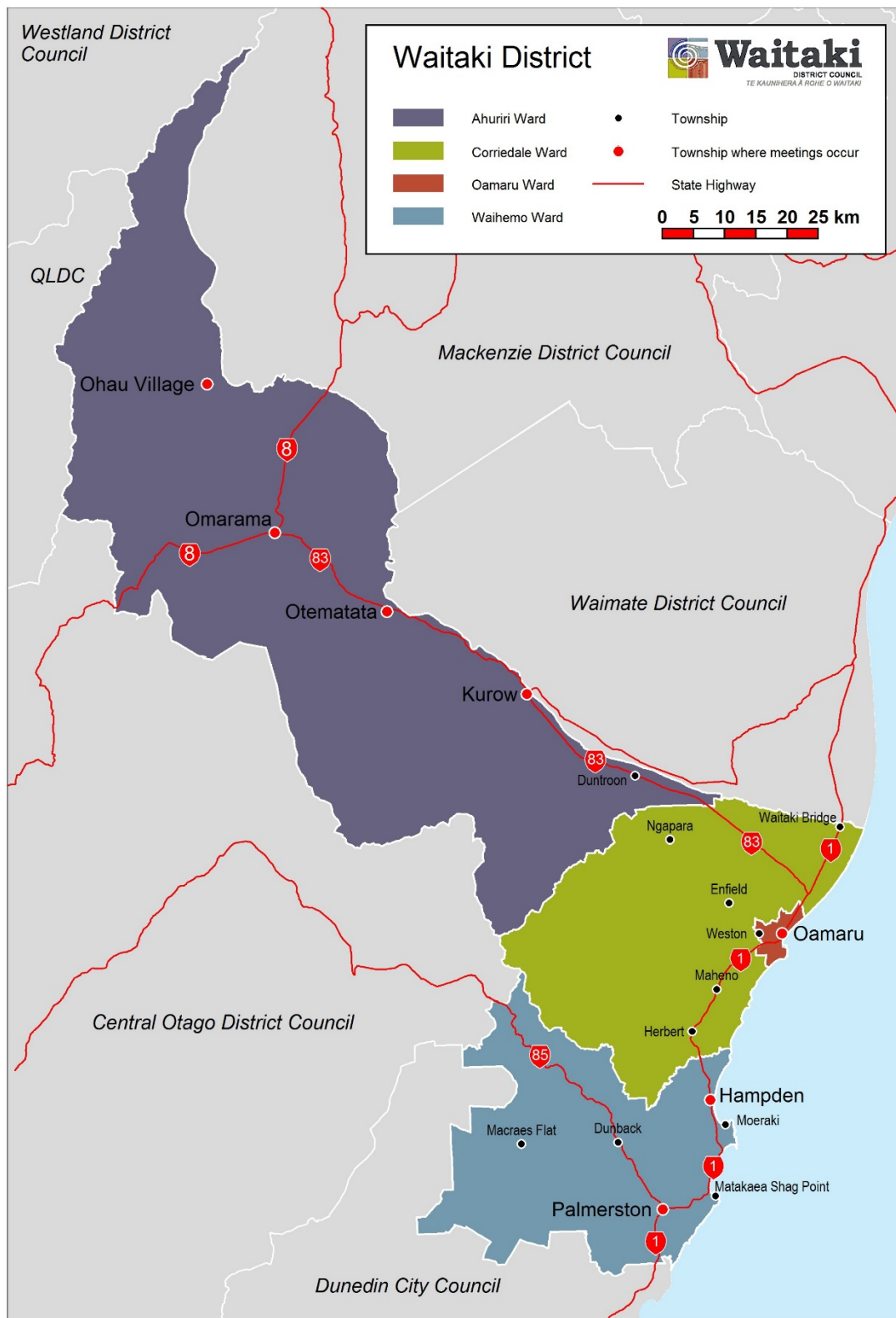
## Agenda

### Executive Committee Meeting 17 August 2021

#### Executive Committee Membership

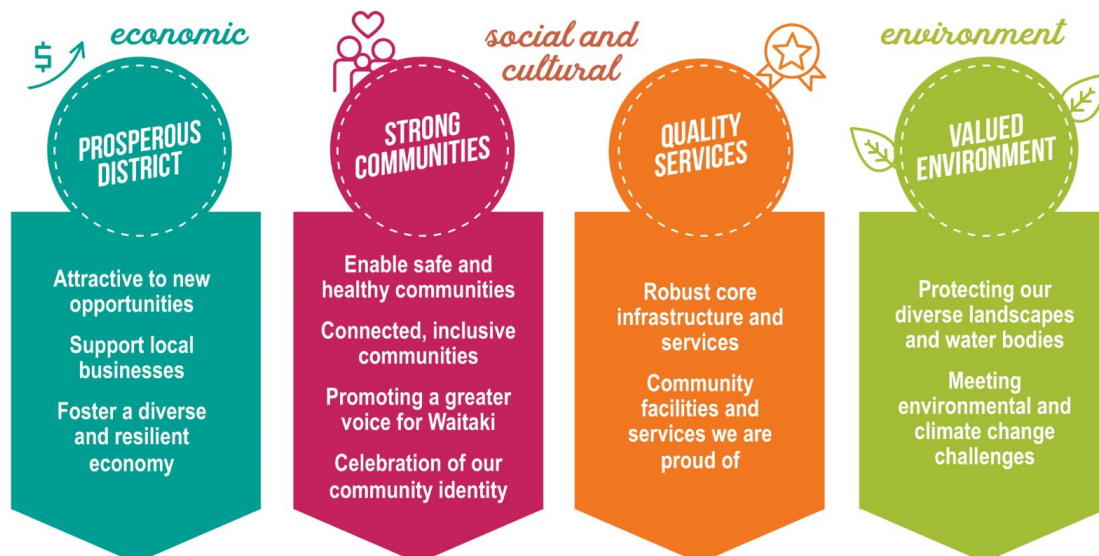
Mayor Gary Kircher	Chair
Deputy Mayor Melanie Tavendale	Associate Chair
Cr Bill Kingan	Member
Cr Ross McRobie	Member
Cr Kelli Williams	Member
Cr Colin Wollstein	Member

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





### 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>
<b>2</b>	<b>Declarations of Interest .....</b>	<b>5</b>
<b>3</b>	<b>Confirmation of Previous Meeting Minutes.....</b>	<b>6</b>
3.1	Public Minutes of the Executive Committee Meeting held on 6 April 2021 .....	6
<b>4</b>	<b>Resolution to Exclude the Public .....</b>	<b>13</b>
<b>5</b>	<b>Public Excluded Section .....</b>	<b>14</b>
5.1	Public Excluded Minutes of the Executive Committee Meeting held on 6 April 2021 .....	14
5.2	Council Controlled Organisations (CCO) Directorship Review 2021 Timetable PE .....	14
<b>6</b>	<b>Resolution to Return to the Public Meeting .....</b>	<b>14</b>
<b>7</b>	<b>Release of Public Excluded Information .....</b>	<b>14</b>
<b>8</b>	<b>Meeting Close .....</b>	<b>14</b>

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

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 6 APRIL 2021**

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

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

**Attachments:** 1. Public Minutes of the Executive Committee Meeting held on 6 April 2021

**RECOMMENDATION**

That the Executive Committee confirms the Public Minutes of the Executive Committee Meeting held on 6 April 2021, 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, 6 APRIL 2021 AT 10.30AM**

**PRESENT:** Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale (Associate Chair), Cr Bill Kingan, Cr Ross McRobie, Cr Kelli Williams, Cr Colin Wollstein

**IN ATTENDANCE:** Fergus Power (Chief Executive)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:**

Gerard Quinn (Economic Development Manager)

**MEETING OPEN**

The Chair declared the meeting open at 10.30am and welcomed everyone present including those watching the livestream of the public session.

**1 APOLOGIES**

There were no apologies.

**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 2 MARCH 2021**

**RESOLVED EC 2021/008**

Moved: Deputy Mayor Melanie Tavendale  
Seconded: Cr Ross McRobie

That the Executive Committee confirms the Public minutes of the Executive Committee Meeting held on 2 March 2021, as circulated, as a true and correct record of that meeting.

**CARRIED**

**L.1 Agenda Item L – Urgent Business:**

The Chair explained the background to the urgent item of business (the Appointment of an Independent Member of the Performance, Audit and Risk Committee), and noted that it was being discussed in public excluded because the appointment details were still being finalised.

At the request of the Chair, the Governance Advisor read out the officer recommendation relating to the acceptance of the urgent business item, as required by legislation.

**L.1 RESOLUTION TO ACCEPT LATE URGENT BUSINESS ITEM AS PUBLIC EXCLUDED  
AGENDA ITEM 6.3**

**RESOLVED EC 2021/009**

Moved: Cr Bill Kingan

Seconded: Cr Colin Wollstein

That the Executive Committee, pursuant to s.46A (7) of the Local Government Official Information and Meetings Act 1987 and Clause 9.12 of the Waitaki District Council Standing Orders, agrees to accept the Late Urgent Business Item as Public Excluded Agenda Item 6.3 for consideration at this Executive Committee Meeting for the reasons stated below:

- (a) The item was not able to be included in the final agenda papers because the appointment recommendation had not been finalised at that time; and
- (b) The item cannot be delayed until a subsequent meeting because the appointment needs to be confirmed to facilitate the signing of an engagement agreement with the successful applicant who will then be able to attend the next meeting of the Performance, Audit and Risk Committee scheduled to be held on Tuesday 27 April 2021 as an independent member of the Committee with eligibility to participate as a member and to vote on matters before that meeting.

**CARRIED**

**4 MEMORANDUM REPORTS**

**4.1 ECONOMIC DEVELOPMENT UPDATE FOR 6 APRIL 2021 EXECUTIVE COMMITTEE  
MEETING**

The report, as circulated, informed the Executive Committee of the current activity being undertaken by the Economic Development (ED) team, comprised of the Economic Development Manager (EDM) and the Business Attraction and Recovery Manager (BARM).

Funding for the destination management strategy included a grant from the Ministry of Business, Innovation and Employment (MBIE) to Tourism Waitaki Limited.

After further discussion, it was requested that, with regard to the destination management strategy, elected members have the opportunity to discuss whether they support particular directions. This was noted and an undertaking was given that the matter would be raised with the governance group to ensure Council had earlier involvement.

**ACTION: Economic Development Manager**

There was discussion about how Mackenzie District had received around \$800k of funding to do its destination management plan and yet Waitaki had received around a 10<sup>th</sup> of that sum. When asked if there was an opportunity to go back to MBIE and ask for more funding, Mr Quinn advised that that had been discussed at the last project group meeting and it had been agreed that the project team could seek further funding from MBIE.



Mr Quinn was asked to check if there was a regional breakdown on the three-monthly Waitaki figures that could be included in future reports.

**ACTION: Economic Development Manager**

The Chair updated members of the public watching on the livestream by explaining that the meeting would soon go into public excluded to discuss the appointment of an independent member to the Performance, Audit and Risk Committee. Because the appointment negotiations had yet to be finalised, that agenda item needed to be taken in public excluded at this time. The Chair explained that the intention of having an independent member is to fulfil requirements of Audit New Zealand and also on a recommendation from the CouncilMARK process.

**RESOLVED EC 2021/010**

Moved: Cr Ross McRobie

Seconded: Cr Kelli Williams

That the Executive Committee receives and notes the information.

**CARRIED**

**5 RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLVED EC 2021/011**

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Colin Wollstein

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>6.1 - Public Excluded Minutes of the Executive Committee Meeting held on 2 March 2021</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons  s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled	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>to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</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><b>6.2 - Economic Manager's Update to Executive Committee 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)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied</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>
<p><b>6.3 - Appointment of Independent Member of the Performance, Audit and Risk Committee PE</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural</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</p>

	persons, including that of deceased natural persons  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)	of information for which good reason for withholding would exist under section 6 or section 7
--	---	---

**CARRIED**

## **6 PUBLIC EXCLUDED SECTION**

The Public Excluded Minutes apply to this part of the meeting.

## **7 RESOLUTION TO RETURN TO THE PUBLIC MEETING**

### **RESOLVED EC 2021/015**

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Colin Wollstein

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

**CARRIED**

## **8 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, the Executive Committee decided to release the following previously public excluded information in the public minutes of this meeting:

### **6.1 PUBLIC EXCLUDED MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 2 MARCH 2021**

#### **RESOLVED EC 2021/012**

Moved: Cr Colin Wollstein

Seconded: Cr Bill Kingan

That the Executive Committee confirms the Public Excluded minutes of the Executive Committee Meeting held on 2 March 2021, as circulated, as a true and correct record of that meeting.

**CARRIED**

**6.2 ECONOMIC MANAGER'S UPDATE TO EXECUTIVE COMMITTEE PE**

**RESOLVED EC 2021/013**

Moved: Cr Bill Kingan

Seconded: Cr Kelli Williams

That the Executive Committee receives and notes the information.

**CARRIED**

**9 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed, at 11.18am.

TO BE CONFIRMED at the next Executive Committee Meeting, which is scheduled to be held on Tuesday, 17 August 2021.

.....  
CHAIRPERSON

## 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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>5.1 - Public Excluded Minutes of the Executive Committee Meeting held on 6 April 2021</b>	<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)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</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>	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
<b>5.2 - Council Controlled Organisations (CCO) Directorship Review 2021 Timetable PE</b>	<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>	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

**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**