



# **MINUTES**

## **Extraordinary Council Meeting**

**4 June 2019**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE ON TUESDAY, 4 JUNE 2019, COMMENCING AT 2.10PM**

**PRESENT:** Mayor Craig Rowley, Cr Sharyn Cain, Cr David Anderson, Cr Peter Collins, Cr Miriam Morton, Cr Jakki Guilford, Cr Tom O'Connor, Cr David Owen, Cr Sheila Paul

**ATTENDANCE:** Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

**IN PARTIAL ATTENDANCE:** Fiona Hester-Smith (Human Resources Manager), Paul Roberts (Water and Waste Manager)

## **OPENING**

### **1 COUNCIL PRAYER/PERSONAL**

There was no Council prayer at this meeting.

Mayor Craig Rowley noted that the late Mayor, Andrew McLay's, wife Doreen had passed away on 30 May 2019 in Orewa. Andrew McLay had been Mayor from 1974 to 1983.

### **2 PUBLIC FORUM**

There was no public forum at this meeting.

### **3 APOLOGIES**

Nil

### **4 VISITORS**

Nil

### **5 CONFLICTS OF INTEREST**

The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

### **6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA**

There were no major/minor items identified.

## **MINUTES**

### **7 RECEIPT OF MINUTES**

**7.1 MINUTES OF THE CHIEF EXECUTIVE'S PERFORMANCE REVIEW COMMITTEE MEETING HELD ON 14 MAY 2019****RESOLUTION 2019/15**

Moved: Cr Jakki Guilford

Seconded: Cr Sharyn Cain

That the unconfirmed minutes of the Chief Executive's Performance Review Committee Meeting held on 14 May 2019 be received as a true and correct record.

**CARRIED**

**REPORTS****8 GENERAL REPORTS****8.1 WASTE MANAGEMENT AND MINIMISATION PLAN 2018-28**

Council considered the draft Waste Management and Minimisation Plan for consultation.

**RESOLUTION 2019/16**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Waste Management and Minimisation Plan 2018-28 report is accepted; and
2. That Council approves the draft Waste Management and Minimisation Plan 2018-2028 for consultation.

**CARRIED**

**8.2 CHIEF EXECUTIVE'S PERFORMANCE REVIEW COMMITTEE - TERMS OF REFERENCE**

Council considered the Terms of Reference for the Chief Executive's Performance Review Committee.

**RESOLUTION 2019/17**

Moved: Cr David Anderson

Seconded: Cr Miriam Morton

1. That the Chief Executive Performance Review Committee Terms of Reference report is accepted; and
2. That Council accept the Terms of Reference, as attached.

**CARRIED**

## PUBLIC EXCLUDED

## 9 EXCLUSION OF THE PUBLIC REPORT

## RESOLUTION TO EXCLUDE THE PUBLIC

**RESOLUTION 2019/18**

Moved: Cr Sharyn Cain  
 Seconded: Cr Tom O'Connor

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>9.1 - Public Excluded Minutes of the Chief Executive's Performance Review Committee Meeting held on 14 May 2019</b>	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	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>9.2 - Key Outcomes of Chief Executive's Performance Review Report</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)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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>9.3 - Chief Executive's Individual Employment Agreement Review</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)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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>9.4 - Chief Executive's Remuneration Report</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)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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

**CARRIED**

**10 RE-ADMITTANCE OF THE PUBLIC REPORT**

**RESOLUTION 2019/19**

Moved: Cr Sharyn Cain

Seconded: Cr Sheila Paul

That Council moves out of Closed Council into Open Council.

**CARRIED**

**MEETING CLOSURE**

There being no further business, the Chair declared the meeting closed at 2.57pm.

The minutes of this meeting are to be confirmed at the Extraordinary Council Meeting to be held on 25 June 2019.

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**CHAIRPERSON**