

Agenda

**Notice is hereby given of
a Chief Executive's Performance Review
Committee Meeting**

Tuesday 10 December 2024

9:00am

Meeting Room
Waimate Event Centre
Paul Street
Waimate

www.waimatedc.govt.nz

Notice is hereby given that a meeting of the Chief Executive's Performance Review Committee will be held in the Meeting Room, Waimate Event Centre, Paul Street, Waimate, on Tuesday 10 December 2024, commencing at 9:00am.

Committee Membership

Sharyn Cain	Deputy Mayor
Craig Rowley	Mayor
Tom O'Connor	Councillor
Colin Pankhurst	Councillor

Quorum – no less than five members

Significance Consideration

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

Decision Making

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan
Chief Executive

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OPENING

1 PUBLIC FORUM

There is no Public Forum offered at this meeting.

2 APOLOGIES

3 VISITORS

Nil

4 CONFLICTS OF INTEREST

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

Local Authorities (Members' Interests) Act 1968

Councillors are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:

a. Standing Orders 3.7.5 – Major Items

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

- i. The reason why the item was not listed on the agenda; and
- ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.

b. Standing Orders 3.7.6 – Minor Items

An item not on the agenda for a meeting may be dealt with at the meeting if –

- i. That item is a minor matter relating to the general business of the local authority; and
- ii. The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

REPORTS

6 CORPORATE SERVICES GROUP REPORT

**6.1 MINUTES OF THE CHIEF EXECUTIVE'S PERFORMANCE REVIEW COMMITTEE
MEETING HELD ON 20 JULY 2023**

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

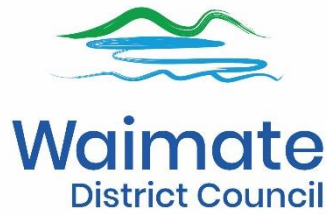
Attachments: 1. Minutes of the Chief Executive's Performance Review Committee Meeting held on 20 July 2023

PURPOSE

To present the unconfirmed minutes from the Chief Executive's Performance Review Committee Meeting held on 20 July 2023 for confirmation.

RECOMMENDATION

That the minutes of the Chief Executive's Performance Review Committee Meeting held on 20 July 2023 be adopted as a true and correct record.



MINUTES

Chief Executive's Performance Review Committee Meeting

20 July 2023

**MINUTES OF WAIMATE DISTRICT COUNCIL
CHIEF EXECUTIVE'S PERFORMANCE REVIEW COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON THURSDAY 20 JULY 2023, COMMENCING AT 1:00PM**

PRESENT: Deputy Mayor Sharyn Cain (Chair), Mayor Craig Rowley, Cr Tom O'Connor,
Cr Colin Pankhurst

ATTENDANCE: Cr Rick Stevens

IN ATTENDANCE: Stuart Duncan (Chief Executive)

OPENING

1 PUBLIC FORUM

There was no Public Forum taken at this meeting

2 APOLOGIES

Nil

3 VISITORS

Mike Stenhouse attended the meeting (via teams).

4 CONFLICTS OF INTEREST

Nil

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

Nil

MINUTES

6 CONFIRMATION OF MINUTES

**6.1 MINUTES OF THE CHIEF EXECUTIVE'S PERFORMANCE REVIEW COMMITTEE
MEETING HELD ON 9 MAY 2023**

COMMITTEE RESOLUTION 2023/2

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Minutes of the Chief Executive's Performance Review Committee Meeting held on 9
May 2023 be adopted as a true and correct record.

CARRIED

PUBLIC EXCLUDED

7 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2023/3

Moved: Cr Tom O'Connor
Seconded: Mayor Craig Rowley

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
7.1 - Public Excluded Minutes of the Chief Executive's Performance Review Committee Meeting held on 9 May 2023	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
7.2 - Chief Executive's Performance Review	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

8 RE-ADMITTANCE OF THE PUBLIC REPORT

COMMITTEE RESOLUTION 2023/4

Moved: Deputy Mayor Sharyn Cain
Seconded: Cr Colin Pankhurst

That Council moves out of Closed Committee into Open Committee.

CARRIED

MEETING CLOSURE

There being no further business, the Chair closed the meeting at 4.20pm.

The minutes of this meeting will be confirmed at the next meeting of the Chief Executive's Performance Review Committee Meeting.

.....
CHAIRPERSON

PUBLIC EXCLUDED

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<p>7.2 - Chief Executive's Performance Review</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>

8 RE-ADMITTANCE OF THE PUBLIC REPORT
MEETING CLOSURE