



EXTRAORDINARY AGENDA

RĀRANGI TAKE

Chief Executive's Review Committee

to be held on **Thursday 25 May 2023** commencing at **10.00 am**
in the Council Chambers, 36 Weld Street, Hokitika and via Zoom

Her Worship the Mayor

Deputy Mayor & Chairman for the meeting

Mayor Helen Lash

Cr Cassin

Cr Gillett

Cr Neale



In accordance with clause 25B of Schedule 7 of the Local Government Act 2002, members may attend the meeting by audio or audiovisual link.

Council Vision

We work with the people of Westland to grow and protect our communities, our economy and our unique natural environment.

Purpose

The Council is required to give effect to the purpose of local government as prescribed by section 10 of the Local Government Act 2002. That purpose is:

- (a) To enable democratic local decision-making and action by, and on behalf of, communities; and
- (b) To promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

1. NGĀ WHAKAPAAHA APOLOGIES

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

Members need to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to review the matters on the agenda and assess and identify where they may have a pecuniary or other conflict of interest, or where there may be a perception of a conflict of interest.

If a member feels they do have a conflict of interest, they should publicly declare that at the start of the meeting or of the relevant item of business and refrain from participating in the discussion or voting on that item. If a member thinks they may have a conflict of interest, they can seek advice from the Chief Executive or the Group Manager: Corporate Services (preferably before the meeting). It is noted that while members can seek advice the final decision as to whether a conflict exists rests with the member.

3. NGĀ MENETI O TE HUI KAUNIHERA MINUTES OF MEETINGS

- Extraordinary CE's Review Committee Meeting Minutes – 8 December 2022.

4. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI RESOLUTION TO GO INTO PUBLIC EXCLUDED

(to consider and adopt confidential items)

Resolutions to exclude the public: Section 48, Local Government Official Information and Meetings Act 1987.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Minutes to be confirmed: 8 December 2022	Good reason to withhold exist under Section 7	That 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 exists. Section 48(1)(a)(i)
2.	Confidential Chief Executive's Review Process - Quarterly Updates on KPI's	Good reason to withhold exist under Section 7	That 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 exists. Section 48(1)(a)(i)
3.	Confidential Chief Executive's Review Process - KPI's for 2023-2024	Good reason to withhold exist under Section 7	That 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 exists. Section 48(1)(a)(i)

This resolution is made in reliance on sections 48(1)(a)(i) and (d) of the Local Government Official Information and Meetings Act 1987 and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1, 2, 3	Protect the privacy of natural persons, including that of deceased natural persons. (Section 7(2)(a))
1, 2, 3	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). (Section 7(2)(i))



CHIEF EXECUTIVE'S REVIEW COMMITTEE EXTRAORDINARY MINUTES

MINUTES OF AN EXTRAORDINARY MEETING OF THE CHIEF EXECUTIVE'S REVIEW COMMITTEE OF
WESTLAND DISTRICT COUNCIL, HELD IN THE CHIEF EXECUTIVES' OFFICE, 36 WELD STREET,
HOKITIKA ON THURSDAY 8 DECEMBER 2022 COMMENCING AT 9:30 AM

MEMBERS PRESENT AND APOLOGIES

Chairperson	Her Worship the Mayor
Deputy Mayor	Cr Gillett
	Cr Neale
	Cr Cassin

1. NGĀ WHAKAPAAHA APOLOGIES

Nil

STAFF PRESENT

S.R. Bastion, Chief Executive (in attendance for part of the meeting); D.M. Maitland; Executive Assistant and Minute Secretary (in attendance for part of the meeting).

ALSO IN ATTENDANCE

Pamela Peters, Director, Pamela Peters Ltd (via Zoom).

2. WHAKAPUAKITANGA WHAIPĀNGA DECLARATIONS OF INTEREST

The Interest Register had been circulated via Microsoft Teams. There were no amendments made to the Interest Register.

3. CONFIRMATION OF MINUTES

- **Extraordinary CE's Review Committee Meeting Minutes – 15 August 2022**

Moved Cr Cassin, seconded Cr Neale and **Resolved** that Minutes of the Extraordinary CE's Review Committee Meeting held on the 15 August 2022 be confirmed as a true and correct record of the meeting.

4. TERMS OF REFERENCE – CHIEF EXECUTIVE'S REVIEW COMMITTEE

Her Worship the Mayor spoke to this item and advised that the Terms of Reference for the Chief Executive's Review Committee were required to be adopted by the Committee.

Moved Cr Cassin, seconded Cr Neale and **Resolved** that the Terms of Reference for the Chief Executive's Review Committee be adopted.

5. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO GO INTO PUBLIC EXCLUDED
 (to consider and adopt confidential items)

Moved Cr Neale, seconded Deputy Mayor Gillett and **Resolved** that the Committee confirm that the public were excluded from the meeting in accordance with Section 48, Local Government Official Information and Meetings Act 1987 at 9.38 am.

The general subject of the matters to be considered while the public are excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution are as follows:

Item No.	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
1.	Confidential Minutes to be confirmed – 15 August 2022	Good reason to withhold exist under Section 7	That 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 or withholding exists. Section 48(1)(a)(i)
2.	Confidential Proposal for CE Performance and Support Programme	Good reason to withhold exist under Section 7	That 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 or withholding exists. Section 48(1)(a)(i)
3.	Confidential Quarterly Updates on KPI's	Good reason to withhold exist under Section 7	That 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 or withholding exists. Section 48(1)(a)(i)

This resolution is made in reliance on sections 48(1)(a)(i) and (d) of the Local Government Official Information and Meetings Act 1987, and the particular interests or interests protected by section 7 of that Act, which would be prejudiced by the holding of the relevant part of the proceedings of the meeting in public are as follows:

Item No.	Interest
1,2,3	Protect the privacy of natural persons, including that of deceased natural persons. (Schedule 7(2)(a))

	<p>2 Protect information where the making available of the information:</p> <ul style="list-style-type: none"> (i) would disclose a trade secret; or (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information. <p style="text-align: right;">(Schedule 7(2)(b))</p>
<p>2</p>	<p>Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p style="text-align: right;">(Schedule 7(2)(i))</p>

Moved Deputy Mayor Gillett, seconded Cr Neale and **Resolved** that the business conducted in the 'Public Excluded Section' be confirmed, and accordingly, the meeting went back to the open part of the meeting at 10.01 am.

The meeting closed at 10.01 AM

DATE OF NEXT CE'S REVIEW COMMITTEE MEETING – TBC

Confirmed by:

Mayor Helen Lash
Chair

Date: To be confirmed at the next meeting on {DATE}.