

**UNCONFIRMED DECISIONS ONLY DOCUMENT**

**EXTRACT FROM THE UNCONFIRMED MINUTES**

**OF THE ADDITIONAL COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR,  
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU  
ON TUESDAY, 21 DECEMBER 2021 AT 9.00AM**

**PRESENT:** Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale (Associate Chair), Cr Hana Halalele, Cr Jeremy Holding, Cr Jim Hopkins, Cr Bill Kingan, Cr Guy Percival, Cr Jim Thomson, Cr Kelli Williams, and Cr Colin Wollstein

**IN ATTENDANCE:** Simon Neale (Independent Member of PAR) (via Zoom)  
Alex Parmley (Chief Executive)  
Lisa Baillie (People and Culture Group Manager / Deputy Chief Executive) (via Zoom)  
Paul Hope (Finance and Corporate Development Group Manager and Acting Assets Group Manager)  
Roger Cook (Heritage, Environment and Regulatory Acting Group Manager)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:**

Richard Maher (Finance and Corporate Development Operations Manager) (via Zoom)

The Chair declared the meeting open at 9.00am and welcomed everyone present.

**1 APOLOGIES**

There were no apologies.

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

The Chair moved the meeting forward to Agenda Item 5.1.

**5 DECISION REPORTS**

**5.1 ADOPTION OF ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2021**

**RESOLVED WDC 2021/239**

Moved: Cr Colin Wollstein

Seconded: Cr Jim Hopkins

That Council:

1. Adopts the Annual Report for the year ended 30 June 2021, with the word "draft" removed, in accordance with sections 98 and 99 of the Local Government Act 2002; and
2. Receives the draft Summary Annual Report, for information.

**CARRIED**

The Chair directed the meeting back to Agenda Item 3.

### **3 PUBLIC FORUM**

There was no Public Forum held.

### **4 CONFIRMATION OF PREVIOUS MEETING MINUTES**

#### **4.1 PUBLIC MINUTES OF THE COUNCIL MEETING HELD ON 8 DECEMBER 2021**

##### **RESOLVED WDC 2021/240**

Moved: Cr Jim Thomson

Seconded: Cr Guy Percival

That Council confirms the Public Minutes of the Council Meeting held on 8 December 2021, with amendments agreed at this meeting, as a true and correct record of that meeting.

**CARRIED**

#### **4.2 PUBLIC MINUTES OF THE ADDITIONAL COUNCIL MEETING HELD ON 14 DECEMBER 2021**

##### **RESOLVED WDC 2021/241**

Moved: Cr Bill Kingan

Seconded: Cr Jim Hopkins

That Council confirms the Public Minutes of the Additional Council Meeting held on 14 December 2021, as circulated, as a true and correct record of that meeting.

**CARRIED**

The Chair moved the meeting forward to agenda item 5.2.

#### **5.2 ADOPTION OF THE REVISED POLICY FOR THE APPOINTMENT AND REMUNERATION OF DIRECTORS**

##### **RESOLVED WDC 2021/242**

Moved: Cr Kelli Williams

Seconded: Cr Jim Thomson

That Council adopts the Revised Policy on the Appointment and Remuneration of Directors for Council Controlled Organisations, effective from 1 January 2022.

**CARRIED**

**5.3 UPDATED WAITAKI DISTRICT COUNCIL COMMITTEE STRUCTURE AND REMUNERATION (DECEMBER 2021)**

**RESOLVED WDC 2021/243**

Moved: Cr Jim Hopkins

Seconded: Cr Colin Wollstein

That Council:

1. Does not appoint a replacement Councillor to the following committees to fill the vacancy created by the recent passing away of the late Cr Ross McRobie:
  - (a) Executive Committee;
  - (b) Performance, Audit and Risk Committee;
  - (c) Community, Culture and Regulatory Committee;
  - (d) Hearings Committee;
2. Formally appoints Cr Bill Kingan and Cr Colin Wollstein as “buddy Councillors” to the Ahuriri Community Board for the remainder of this triennium and notes that they cannot vote on matters before that Board as they are not the elected Ahuriri Ward Councillor;
3. Does not appoint a replacement Councillor to the Upper Waitaki Zone Committee vacancy for the remainder of this triennium;
4. Appoints Deputy Mayor Melanie Tavendale to the Waitaki Whitestone Geopark Trust for the remainder of this triennium;
5. Appoints Cr Guy Percival as a new Councillor on the Economic Development and Tourism Strategy working group.
6. Approves the distribution of remuneration previously paid to the late Cr Ross McRobie under the Remuneration Authority’s current Determination 2021/2021 amongst other Councillors, as is required by that Authority, and in accordance with the Proposed Remuneration for Councillors schedule included as Attachment 1;
7. Instructs officers to submit a request to the Remuneration Authority after the meeting for the Proposed Remuneration Schedule to be approved at its next meeting, and notes that the revised remuneration rates will be backdated to 22 December 2021 if so approved and actioned as soon as practicable after the Authority’s approval is received; and
8. Adopts the updated Council Committee structure included as Attachment 2 which reflects these new appointments and vacancies, with the names of the two community members being added to the District Licensing Committee, and notes that it will be published on Council’s website.

**CARRIED**

#### 5.4 WAITAKI DISTRICT COUNCIL MEETINGS SCHEDULE 2022

##### RESOLVED WDC 2021/244

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jim Hopkins

That Council:

1. Adopts the attached Waitaki District Council Meetings Schedule 2022; and
2. Notes that the Ahuriri and Waihemo Community Boards propose to confirm venues for their meetings in 2022 at their respective Board Meetings in March 2022, and agrees that Council's Meetings Schedule for 2022 can be updated with those venue details once they are available;
3. Notes that the Waitaki District Council Meetings Schedule 2022, once adopted, will be populated as Meetings Calendar invites as soon as practicable after this meeting, and a public version will be published on Council's website and its availability promoted to the community, including via social media.

**CARRIED**

#### 6 MEMORANDUM REPORTS

##### 6.1 THREE WATERS REFORM - MINISTERIAL CORRESPONDENCE

##### RESOLVED WDC 2021/245

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Bill Kingan

That Council receives and notes the information.

**CARRIED**

#### 7 RESOLUTION TO EXCLUDE THE PUBLIC

##### RESOLVED WDC 2021/246

Moved: Cr Jim Thomson

Seconded: Cr Kelli Williams

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
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<p><b>8.1 - Public Excluded Minutes of the Council Meeting held on 8 December 2021</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>
<p><b>8.2 - Public Excluded Minutes of the Additional Council Meeting held on 14 December 2021</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>
<p><b>8.3 - 2021 CCO Directorship Appointments Round - Declined Appointments 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)(c)(ii) - 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 otherwise to damage the public interest</p> <p>s7(2)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</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>

**CARRIED**

**8 PUBLIC EXCLUDED SECTION**

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

**9 RESOLUTION TO RETURN TO THE PUBLIC MEETING**

**RESOLVED WDC 2021/250**

Moved: Cr Colin Wollstein

Seconded: Cr Bill Kingan

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

**CARRIED**

**10 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, Council decided to release the following previously public excluded information under this agenda item in the Public Minutes of this meeting.

**8.1 PUBLIC EXCLUDED MINUTES OF THE COUNCIL MEETING HELD ON 8 DECEMBER 2021**

**RESOLVED WDC 2021/247**

Moved: Cr Colin Wollstein

Seconded: Cr Jim Hopkins

That Council confirms the Public Excluded Minutes of the Council Meeting held on 8 December 2021, as circulated, as a true and correct record of that meeting.

**CARRIED**

**8.2 PUBLIC EXCLUDED MINUTES OF THE ADDITIONAL COUNCIL MEETING HELD ON 14 DECEMBER 2021**

**RESOLVED WDC 2021/248**

Moved: Cr Jeremy Holding

Seconded: Cr Hana Halalele

That Council confirms the Public Excluded Minutes of the Additional Council Meeting held on 14 December 2021, as circulated, as a true and correct record of that meeting.

**CARRIED**

**11 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed, at 10.21am.

TO BE CONFIRMED at the Council Meeting to be held on 15 February 2022.

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CHAIRPERSON

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