



Minutes of a meeting of the Governance, Communications and
Engagement Committee held in the Council Chamber on
Wednesday 11 August 2021 at 10:00 AM

Membership

Cr Michael Deaker *(Co-Chair)*
Cr Michael Laws *(Co-Chair)*
Cr Hilary Calvert
Cr Alexa Forbes
Hon Cr Marian Hobbs
Cr Carmen Hope
Cr Gary Kelliher
Cr Kevin Malcolm
Cr Andrew Noone
Cr Gretchen Robertson
Cr Bryan Scott
Cr Kate Wilson

Welcome

Co-Chairperson Deaker welcomed Councillors, members of the public and staff to the meeting at 10:05 am. Staff present included Sarah Gardner (Chief Executive), Nick Donnelly (GM Corporate Services), Gwyneth Elsum (GM Strategy, Policy and Science), Gavin Palmer (GM Operations), Richard Saunders (GM Regulatory and Communications), Amanda Vercoe (GM Governance, Culture and Customer), and Liz Spector (Governance Support).

1. APOLOGIES

That the apology for Cr Robertson be accepted.

Moved: Cr Wilson
Seconded: Cr Malcolm
CARRIED

2. PUBLIC FORUM

No public forum was held.

3. CONFIRMATION OF AGENDA

The agenda was confirmed as published.

4. CONFLICT OF INTEREST

No conflicts of interest were advised.

5. CONFIRMATION OF MINUTES

Resolution: Cr Hope Moved, Cr Noone Seconded

That the Minutes of the 13 May 2021 Governance, Communications and Engagement Committee meeting are considered as a true and accurate record, with or without changes.

Motion Carried

6. ACTIONS

Cr Deaker reviewed the outstanding Actions. Richard Saunders (GM Regulatory and Communications) provided an update regarding the Review of the LTP 2021-31 Comms Plan, noting this will be provided to an upcoming meeting after a discussion with the Chair.

7. MATTERS FOR CONSIDERATION

7.1. Update on EnviroSchools

This report was provided to update the Committee on recent EnviroSchool activities. Dr Robyn Zink, EnviroSchools Coordinator, and Richard Saunders, GM Regulatory and Communications, were present to speak to the report and respond to questions. Mr Saunders responded to a Councillor question regarding future funding of the programme. He noted he will provide this information in a future paper.

Dr Zink introduced Levi, Lochie, Lena and Abby, students from the North East Valley Normal School and their teacher Theresa, who were present to speak to some of their EnviroSchool activities. The students spoke about protection of the environment and climate change. Cr Deaker thanked them for their presentation and several Councillors asked questions.

Dr Zink then spoke to the staff report and presented a PowerPoint which detailed some of the EnviroSchools programming. After her presentation, the Councillors asked questions regarding how the programme is funded and whether there would be an interest in expanding the

programme to allow more schools to participate. Cr Wilson said the Enviroschools programme taught children to be more resilient and to address environmental problems not of their causing. She said she understood that any expansion of the programme would be a multi-agency concern and requested a future report regarding the future for the programme.

Cr Wilson then moved:

Resolution GCE21-103: Cr Wilson Moved, Cr Calvert Seconded

That the Committee:

- 1) **Notes** the update on the activities of Enviroschools in Otago.
- 2) **Requests** staff report to Council in time for the 2022/23 Annual Plan the cost of offering Enviroschools to all schools and other education centres in Otago and the territorial authority funding that would be required.

Motion Carried

7.2. Local Government Remuneration Determination 2021/22

This report was provided to note the 2021/22 Local Government Members Remuneration Determination, request consideration of the resulting updates to the ORC Expenses, Reimbursement and Allowances Policy, and to review elected member remuneration and attendance for 2020/21, prior to its inclusion in the Annual Report. Amanda Vercoe, General Manager Governance, Culture, and Customer was present to speak to the report and respond to questions.

Ms Vercoe said no changes were made to remuneration for ORC Councillors or the Chair, but there were changes to upper limits for certain allowances. She also noted each Annual Report contained the previous financial year's expenditures on salaries and allowances as well as meeting attendance data. Ms Vercoe noted that there was one error in the meeting attendance data provided in the report which incorrectly cited attendance for a meeting dated 25 November 2020. Ms Vercoe said this resulted in Crs Hope and Malcolm having one fewer absence and Crs Hobbs and Deaker having one additional absence. She said the data would be reported correctly in the Annual Report.

Cr Hope mentioned some of her absences were due to being away on Council business and asked how this could be reflected in reporting. Cr Laws suggested this data could be highlighted with an asterisk to note the meeting absentee was unable to attend as they were away on other ORC business. Cr Deaker asked if an explanatory note could be added to the Annual Report. Ms Vercoe said Standing Orders allows for this to be mentioned in meeting minutes if the Councillor and Chair note this during apologies. Chief Executive Sarah Gardner said this highlights that there needs to be a conversation about how to prioritise external meetings when they conflict with Council or Committee business and the Councillors agreed this could be discussed with the Chair.

Cr Laws then moved:

Resolution GCE21-104: Cr Laws Moved, Cr Calvert Seconded

That the Committee:

- 1) **Requests** should any Councillor be absent from Council or Committee meetings due to being on official Otago Regional Council business, this be noted as such in meeting minutes and any other reporting from 11 August 2021.

Motion Carried

Cr Malcolm requested his vote against the motion be noted in the minutes.

After further discussion of the report, Cr Kelliher moved:

Resolution GCE21-105: Cr Kelliher Moved, Cr Wilson Seconded

That the Committee:

- 1) **Notes** this report.
- 2) **Notes** the Remuneration Authority's Local Government Members Determination 2021/22.
- 3) **Selects** Option 2 – to adopt the updated ORC Expenses, Reimbursements and Allowances Policy with no increase in the communications allowance.
- 4) **Notes** the 2020/21 data for elected member remuneration and attendance data that will be included in the 2020/21 Annual Report.

Motion Carried

7.3. Review of Outstanding Actions of Council and Committee Resolutions

This report was provided to review the actions that have been added to the Council work programme over the last 12 months. Amanda Vercoe, General Manager Governance, Culture, and Customer was present to speak to the report and respond to questions. Cr Deaker thanked Ms Vercoe and said the register was a useful tool.

Cr Noone updated the meeting on an outstanding action related to a request for the Chair to lobby Central Government for better cell phone coverage. He noted that he and Cr Wilson had spoken with Minister David Parker and Robyn Henderson of MBIE about cell phone coverage and suggested this would be an ongoing conversation. Cr Noone said the resolution could be marked complete, but conversations would continue and be reported back to Councillors.

Cr Laws asked why certain resolution actions had become overdue, specifically asking about the Memorandum of Understanding with the University of Otago. CE Sarah Gardner noted this action had been completed during a meeting the previous Friday and she would follow up on the actions register.

Mrs Gardner then noted that the list of outstanding actions reflected a significant amount of work currently underway and asked that Councillors be mindful of this before adding new work in the future. She asked that when resolutions requesting additional work are discussed during meetings, part of the discussion should include the current work programme and budgeting.

Cr Calvert then submitted a motion:

Resolution GCE21-106: Cr Calvert Moved, Cr Hope Seconded

That the Committee:

- 1) **Notes** this report.
- 2) **Notes** the complete Council and committee Action Register.
- 3) **Notes** the shared tip sheet for crafting recommendations and resolutions.
- 4) **Requests** staff add to the shared tip sheet for crafting recommendations and resolutions: "Encourage, where possible, proposed resolutions be reviewed with the Chief Executive or General Manager in advance if they have the potential to incur additional staff resourcing or impact the current budget".

Motion Carried

8. CLOSURE

There was no further business and Co-Chair Deaker declared the meeting closed at 11:32 am.

Chairperson

Date