



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

Membership

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

Welcome

Chairperson Laws welcomed Councillors, members of the public and staff to the meeting at 10:03am. Staff present included Sarah Gardner (Chief Executive), Nick Donnelly (GM Corporate Services), Gwyneth Ellum (GM Strategy, Policy and Science), Gavin Palmer (GM Operations, and Communications), Amanda Vercoe (GM Governance, Culture and Customer), Dianne Railton (Governance Support), and Jo Galer (Manager Communications and Marketing).

1. APOLOGIES

Resolution: Cr Laws Moved, Cr Hope Seconded:

That the apology for Cr Deaker be accepted.

MOTION CARRIED

2. PUBLIC FORUM

No public forum was held.

3. CONFIRMATION OF AGENDA

Cr Laws asked to add an item of general business to discuss how to improve communications from a governance perspective after conclusion of the last agenda item

Resolution: Cr Calvert Moved, Cr Hope Seconded:

That a round table discussion on how to improve communication from a governance perspective be held.

MOTION CARRIED

4. CONFLICT OF INTEREST

No conflicts of interest were advised.

5. CONFIRMATION OF MINUTES

Resolution: Cr Laws Moved, Cr Hope Seconded

That the minutes of the meetings held on 11 August 2021 and 8 September 2021 be accepted as true and accurate records.

MOTION CARRIED

6. ACTIONS

The status report on the resolutions of the Governance, Communications and Engagement Committee was reviewed.

7. MATTERS FOR CONSIDERATION

7.1. Schedule of Council, Committee and Workshop/Briefing Days for 2022

The report was provided for the Committee to consider a schedule of Council, Committee meeting and workshop/briefing days for 2022. Amanda Vercoe (GM Governance, Culture and Customer) was present to speak to the report and respond to questions. The proposed schedule was discussed, including frequency of meetings and consideration to conduct Council/Committee meetings and site visits in the region. Cr Laws suggested that three meetings be held outside of Dunedin during 2022 and he moved:

Resolution: Cr Laws Moved, Cr Scott Seconded

That the Committee:

- 1) **Requests** that Council/Committee meetings or be scheduled for Clutha, Waitaki and Central for 2022.

A division was called:

Vote

For:	Cr Hope, Cr Kelliher, Cr Laws and Cr Scott
Against:	Cr Calvert, Cr Forbes, Cr Malcolm, Cr Noone, Cr Robertson and Cr Wilson
Abstained:	Nil

MOTION LOST (4 votes for and 6 votes against)

Following further discussion, Cr Wilson suggested to conduct two meetings outside of Dunedin and she moved:

Resolution GCE21-108: Cr Wilson Moved, Cr Scott Seconded

That the Committee:

- 1) **Notes** this report.
- 2) **Adopts** the schedule for council, committee, and workshop/briefing days for 2022, with the amendment that two of the meetings on the schedule be outside Dunedin and combined with appropriate community site visits in 2022.

A division was called:

Vote

For:	Cr Forbes, Cr Hope, Cr Kelliher, Cr Laws, Cr Malcolm, Cr Noone, Cr Scott and Cr Wilson
Against:	Cr Calvert and Cr Robertson
Abstained:	Nil

MOTION CARRIED (8 votes for and 2 votes against)

7.2. Quarterly Actions Register Update - November 2021

The report provided an overview of the actions that have been added to the Council work programme. Amanda Vercoe (GM Governance, Culture and Communication) was present to speak to the report and respond to questions. Cr Robertson noted that this Quarterly Action List is a conglomeration of all actions from Council and Committees. Cr Robertson said that she would like for the Quarterly Actions Register Update - November 2021 report to be referred to the Audit and Risk Subcommittee for consideration of the processes that we have in place, and to ensure that Local Government Act requirements are being met.

Resolution GCE21-109: Cr Robertson Moved, Cr Scott Seconded

That the Committee:

- 1) **Notes** this report.
- 2) **Notes** the Council Action Register.
- 3) **Refers** this report to the Audit & Risk Subcommittee for further consideration.

MOTION CARRIED

7.3. Consideration of Job Descriptions for Chair and Deputy Chair

Co-Chair Laws moved a closure motion that consideration of the report *Job Descriptions for Chair and Deputy Chair* be adjourned to the first triennial meeting in October 2022. Cr Calvert seconded the closure motion.

After a discussion of the procedural motion, Cr Noone noted that this motion should not be accepted because no speakers had been given the opportunity to speak for or against the report prior to the closure motion being made as provided in Standing Orders.

Chairperson Laws then opened the meeting for questions and debate, and following considerable discussion of the job descriptions, Cr Laws moved:

Resolution GCE21-110: Cr Laws Moved, Cr Scott Seconded

That the Committee:

- 1) **Notes** this report.
- 2) **Requests** that this item be moved to a working party of the Chair, Deputy Chair, Cr Robertson, and Cr Scott and Cr Calvert, to further refine the job description for the Chair and Deputy Chair of the ORC for reference to a future meeting of the Council.

MOTION CARRIED

Cr Noone further moved:

Resolution GCE21-111: Cr Noone Moved, Cr Calvert Seconded

That the Committee:

- 1) **Requests** that the working party meet as soon as possible, and a report come back for Council's consideration at the Council meeting on 9 December 2021.

MOTION CARRIED

8. CLOSURE

As resolved under Confirmation of the Agenda, a discussion on how to improve communication from a governance perspective was held with Councillors and staff.

There being no further business, Chairperson Laws declared the meeting closed at 12:18pm.

Chairperson

Date