

I hereby give notice that an Extraordinary Council Meeting of the Grey District Council will be held:

Date: Monday 11 March 2024

Time: To commence at the conclusion of the Operations & Capital Programme Delivery Committee Meeting

Venue: Council Chambers, 105 Tainui Street, Greymouth

EXTRAORDINARY COUNCIL MEETING AGENDA

Members:

Mayor: Mayor Tania Gibson
Deputy Mayor: Councillor Allan Gibson
Members: Councillor John Canning
Councillor Peter Davy
Councillor Kate Kennedy
Councillor Rex MacDonald
Councillor Robert Mallinson
Councillor Tim Mora
Councillor Jack O'Connor
Kaiwhakahaere Francois Tumahai

Contact Telephone: 03 7698600

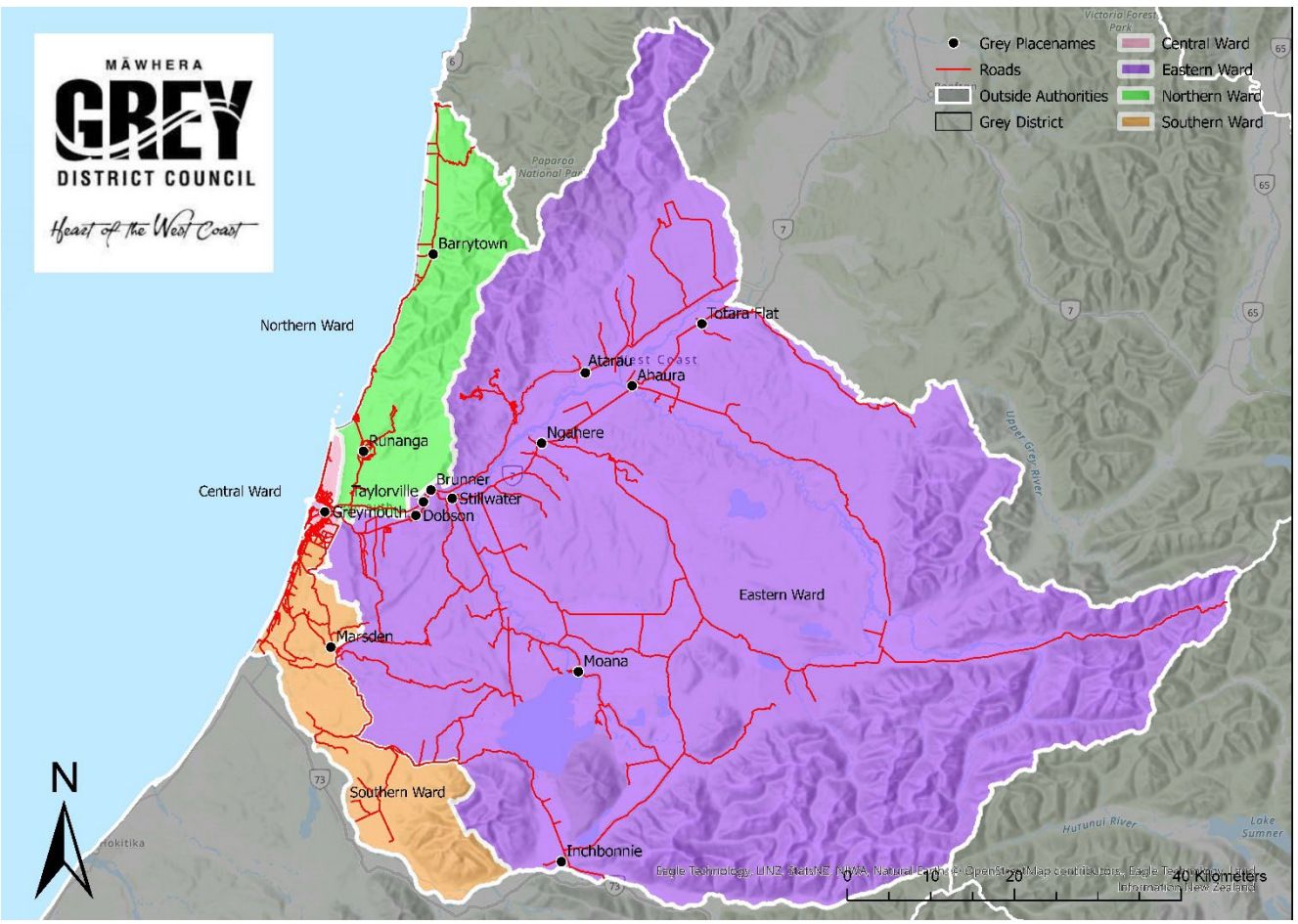
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The information in this document is provided to facilitate good competent decisions by Council and does in no way reflect the views of Council. Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.



- Grey Placenames
- Roads
- ▭ Outside Authorities
- ▭ Grey District
- ▭ Central Ward
- ▭ Eastern Ward
- ▭ Northern Ward
- ▭ Southern Ward



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EXTRAORDINARY COUNCIL MEETING OF THE GREY DISTRICT COUNCIL

to be held at Council Chambers, 105 Tainui Street, Greymouth on Monday 11 March 2024

AGENDA

COUNCIL IN OPEN MEETING

GENERAL BUSINESS AND TABLED ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Council members are reminded that if he/she has a direct or indirect interest in any item on the agenda be it pecuniary or on grounds of bias and predetermination, then he/she must declare this interest and refrain from discussing or voting on this item.

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1 APOLOGIES AND DECLARATIONS OF INTEREST

1.1 APOLOGIES

Cr Tim Mora, Cr Jack O'Connor and Kaiwhakahaere Francois Tumahai

1.2 UPDATES TO THE INTERESTS REGISTER

Elected members to please advise if there are any changes to be made to the current Interests Register.

1.3 IDENTIFY ANY CONFLICTS OF INTERESTS IN THE AGENDA

Notwithstanding that an elected member may declare an interest at any later stage in this Agenda (prior to taking part in the deliberation of a particular item) those items where an interest will be declared may wish to be disclosed now.

2 LIST OF ACRONYMS USED

BCA	Building Consent Authority	LGOIMA	Local Government Official Information and Meetings Act
BCO	Building Control Officer	LGNZ	Local Government New Zealand
CCC	Code Compliance Certificate	LTP	Long Term Plan
CSO	Customer Services Officer	LVT	Land Valuation Tribunal
CDEM	Civil Defence Emergency Management	MBIE	Ministry of Business, Innovation and Employment
CDEMG	Civil Defence Emergency Management Group	MCDEM	Ministry of Civil Defence and Emergency Management
CEC	Community Emergency Centre	MDI	Major District Initiative
CEG	Co-ordinating Executive Group	MOH	Ministry of Health
CIMS	Co-ordinated Incident Management System	NBS	New Building Strength
CPEng	Chartered Professional 'Engineer'	NGO	Non-Government Organisation
DEE	Detailed Engineering Evaluation	NZFS	New Zealand Fire Service
DHB	District Health Board	NZQA	New Zealand Qualifications Authority
DIA	Department of Internal Affairs	NZTA	New Zealand Transport Authority
DOC	Department of Conservation	OAG	Office of the Auditor General
DWC	Development West Coast	OSH	Occupational Safety & Health
EMIS	Emergency Incident Management System	PHO	Primary Health Organisation
EDLG	Economic Development Liaison Group	PDU	Provincial Development Unit
EOC	Emergency Operations Centre	PGF	Provincial Growth Fund
EMO	Emergency Management Officer	PIM	Project Information Memorandum
GPS	Global Positioning System	PCBU	Person conducting a business or undertaking
HSNO	Hazardous Substances and New Organisms	RC	Resource Consent
HSR	Health and Safety Representative	RMA	Resource Management Act
HSWA	Health and Safety at Work Act 2015	SCADA	Supervisory Control and Data Acquisition
IAP	Incident Action Plan	SO	Standing Orders
IEP	Initial Evaluation Procedure	SOLGM	Society of Local Government Managers
IQP	Independent Qualified Person	SH	State Highway

LGA	Local Government Act	SNA	Significant Natural Area
LIM	Land Information Memorandum	TECNZ	Tourism Export Council of New Zealand
LINZ	Land Information New Zealand	TLA/TA	Territorial Local Authority
		WAG	Welfare Advisory Group

3.1 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

File Number:**Report Author:** Mayor Tania Gibson**Report Authoriser:** Mayor Tania Gibson**Appendices:** Nil

1. REPORT PURPOSE

- 1.1. For Council to appoint an Acting Chief Executive.

2. EXECUTIVE SUMMARY

- 2.1. On 7 March 2024 Chief Executive, Paul Morris, resigned from his position, effective immediately.
- 2.2. In accordance with the Local Government Act 2002 Section 42(1) Council must appoint a Chief Executive.
- 2.3. If the Chief Executive is absent for a period of time, there is a requirement to appoint an “Acting” Chief Executive covering this role for the period of absence.
- 2.4. The holder of the Acting role has all powers and delegations normally held by the Chief Executive.

3. OFFICER RECOMMENDATION

That Council

1. That Council receive this report.
2. That Council approach persons suitable to fill the role of Acting Chief Executive and make an appointment as soon as possible.

4. BACKGROUND

- 4.1. On 7 March 2024 Chief Executive, Paul Morris, resigned from his position, effective immediately.
- 4.2. In accordance with the Local Government Act 2002 Section 42(1) Council must appoint a Chief Executive.
- 4.3. If the Chief Executive is absent for a period of time, there is a requirement to appoint an “Acting” Chief Executive covering this role for the period of absence.
- 4.4. The holder of the Acting role has all powers and delegations normally held by the Chief Executive and is responsible to his or her local authority for –
 - (a) Implementing the decisions of the local authority; and
 - (b) Providing advice to members of the local authority and to its community boards, if any; and

- (c) Ensuring that all responsibilities, duties and powers delegated to him or her or to any person employed by the local authority, or imposed or conferred by an Act, regulation, or bylaw, are properly performed or exercised; and
 - (d) Ensuring the effective and efficient management of the activities of the local authority; and
 - (da) facilitating and fostering representative and substantial elector participation in elections and polls held under the Local Electoral Act 2001; and
 - (e) Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the local authority; and
 - (f) Providing leadership for the staff of the local authority; and
 - (g) Employing, on behalf of the local authority, the staff of the local authority (in accordance with any remuneration and employment policy); and
 - (h) Negotiating the terms of employment of the staff of the local authority (in accordance with any remuneration and employment policy).
- 4.5. As the previous incumbent resigned on 7 March 2024 without prior notice, the appointment of an Acting Chief Executive must be actioned as a matter of urgency.

Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (a) This report contains:
 - (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
 - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (b) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

3.2 COMMENCEMENT OF RECRUITMENT PROCESS FOR A CHIEF EXECUTIVE

File Number:**Report Author:** Mayor Tania Gibson**Report Authoriser:** Mayor Tania Gibson**Appendices:** Nil

5. REPORT PURPOSE

- 5.1. For Council to commence the recruitment process for a new Chief Executive.

6. EXECUTIVE SUMMARY

- 6.1. On 7 March 2024 Chief Executive, Paul Morris, resigned from his position, effective immediately.
- 6.2. In accordance with the Local Government Act 2002 Section 42(1) Council must appoint a Chief Executive.
- 6.3. An Acting Chief Executive will be appointed to cover the role on a temporary basis, until a permanent appointment has been made and that person has commenced.
- 6.4. The appointment process and period until a successful candidate can commence is likely to take three to six months and it is important therefore that this process gets underway as soon as possible.
- 6.5. As this is a senior, specialised role, a recruitment agency should be employed to manage the process.

7. OFFICER RECOMMENDATION

That Council

3. That Council receive this report.
4. That Council engage a suitably qualified recruitment agent to manage the recruitment of a new Chief Executive for Grey District Council.

8. BACKGROUND

- 8.1. On 7 March 2024 Chief Executive, Paul Morris, resigned from his position, effective immediately.
- 8.2. In accordance with the Local Government Act 2002 Section 42(1) Council must, in accordance with clauses 33 and 34 of Schedule 7, appoint a Chief Executive.
- 8.3. As the Chief Executive resigned on 7 March 2024 without prior notice and, the recruitment process and period until a successful candidate can commence is likely to take at least three to six months, recruitment for a new Chief Executive this needs to commence as a matter of urgency.
- 8.4. As the position is a senior, specialised role, it is planned to engage a recruitment agent specialised in this field to fully manage the process.
- 8.5. Council will appoint an Acting Chief Executive until a permanent appointment has been made and that person has commenced.

Confirmation of Statutory Compliance

Compliance with Statutory Decision-making Requirements (ss 76 - 81 Local Government Act 2002).

- (c) This report contains:
 - (i) sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages; and
 - (ii) adequate consideration of the views and preferences of affected and interested persons bearing in mind any proposed or previous community engagement.
- (d) The information reflects the level of significance of the matters covered by the report, as determined in accordance with the Council's significance and engagement policy.

3 COUNCIL RESUME IN OPEN MEETING

CLOSURE OR RATIFICATION OF DECISIONS IN OPEN MEETING