

# Chief Executive Performance Committee

## Māneti Wātea | Open Minutes



Minutes of a meeting of Chief Executive Performance Committee held in the Management Office, 35 Kenrick Street, TE AROHA on Wednesday 23 July 2025 at 1:00.

### NGĀ MEMA | MEMBERSHIP

**Tiamana | Chairperson:** **Manuhuia | Mayor**  
Adrienne Wilcock

**Mema | Members:** **Koromatua Tautoko | Deputy Mayor**  
James Thomas

**Kaunihera ā-Rohe | District Councillors**  
Bruce Dewhurst  
James Sainsbury  
Sue Whiting

**Minutes prepared by:**

Stephanie Hutchins

Kaitohu Mātāmua Kāwana | Senior Governance Advisor

**Ngā whakapāha | Apologies**

| <b>Name</b> | <b>Position/Organisation</b>                |
|-------------|---|
| Sue Whiting | Councillor, Matamata-Piako District Council |

**Kaimahi i reira | Staff Present**

| <b>Name</b>     | <b>Title</b>  | <b>Item No.</b> |
|-----------------|---|-----------------|
| Manaia Te Wiata | Tumu Whakarae   Chief Executive Officer   |                 |
| Kelly Reith     | General Manager Corporate, People & Relationships   |                 |
| Debbie Burge    | Kaiārahi Tautoko i te Koromatua me te Tumu Whakarae<br>  Executive Assistant to the Mayor & CEO |                 |

**I reira | In Attendance**

*There were no external speakers in attendance.*

**1 Whakatūwheratanga o te hui | Meeting Opening**

Mayor Adrienne Wilcock welcomed members and declared the meeting open at 1.00pm.

**2 Ngā whakapāha/Tono whakawātea | Apologies/Leave of Absence**

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That an apology from Councillor Sue Whiting be received and accepted.

**Resolution number SGSC/2025/00001**

**Moved by: Mayor A Wilcock**

**Seconded by: Cr B Dewhurst**

**KUA MANA | CARRIED**

**3 Pānui take ohorere | Notification of Urgent/Additional Business**

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
  - (i) The reason why the item is not on the agenda; and
  - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
  - (i) That item is a minor matter relating to the general business of the local authority; and
  - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
  - (iii) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

**4 Whākī pānga | Declaration of Interest**

Members are reminded of their obligation to declare any conflicts of interest they might have in respect of the items on this Agenda.

**5 Whakaaetanga mēneti | Confirmation of minutes**

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the minutes of the meeting of the Ordinary Meeting of Chief Executive Review

Committee held on Wednesday, 17 July 2024, be confirmed as a true and correct record of the meeting.

**Resolution number SGSC/2025/00002**

**Moved by: Deputy Mayor J Thomas**

**Seconded by: Cr J Sainsbury**

**KUA MANA | CARRIED**

1.02 pm The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not public available.

**6 Mōtini hei aukati i te iwi whānui | Procedural motion to exclude the public**

**WHAKATAUNGA Ā-KOMITI | COMMITTEE RESOLUTION**

That the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

**C1 Annual Performance Review for the Chief Executive Officer 2024/2025**

| Reason for passing this resolution in relation to each matter | Particular interest(s) protected (where applicable)  | Ground(s) under section 48(1) for the passing of this resolution  |
|---|--|---|
| Privacy.  | s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. | s48(1)(a)<br><br>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7. |

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**Resolution number SGSC/2025/00003**

**Moved by: Mayor A Wilcock**

**Seconded by: Cr B Dewhurst**

**KUA MANA | CARRIED**

*The meeting adjourned at 3.14pm on Wednesday 23 July 2025 and reconvened at 8.45am on Wednesday on 23 July 2025 where the final resolution for C1 was voted on.*

**7 Mōtini hei aukati i te iwi whānui | Procedural motion to include the public**

8.50am That the public be included.

8.50 am

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
OF THE MEETING OF CHIEF EXECUTIVE  
PERFORMANCE COMMITTEE HELD ON 23 JULY  
2025 AND 13 AUGUST 2025.

**KO TE RĀ | DATE:** .....

**TIAMANA | CHAIRPERSON:** .....