



Otorohanga District Council

# MINUTES

15 February 2011

## OTOROHANGA DISTRICT COUNCIL

15 February 2011

Minutes of an ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 15 February 2011 commencing at 10.07am.

### MINUTES

Minutes are unconfirmed and subject to amendment at the next meeting of Council.

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## **PRESENT**

Mr DF Williams (Mayor), Crs MM Baxter, S Blackler, RM Johnson, AG Ormsby, KM Phillips, DM Pilkington and RJ Prescott.

## **IN ATTENDANCE**

Messrs DC Clibbery (Chief Executive), R Chadwick (Engineering Manager), GD Bunn (Finance & Administration Manager) and CA Tutty (Governance Supervisor).

## **OPENING PRAYER**

Cr Phillips read the Opening Prayer.

## **ITEMS TO BE CONSIDERED IN GENERAL BUSINESS**

His Worship declared the meeting open and welcomed those present.

No items were raised for consideration in General Business.

Cr Prescott advised that he would be leaving the meeting around 12.30pm.

## **CONFIRMATION OF MINUTES - 25 JANUARY 2011**

### **REWA REWA RECREATION RESERVE**

Cr Johnson queried whether Staff had progressed the matter of the Rewa Rewa Recreation Reserve. The Chief Executive advised that Staff will prepare a report for presentation to the next meeting of Council. It was agreed that Cr Johnson be involved in obtaining relevant information for preparation of the report.

**Resolved** that the minutes of the meeting of the Otorohanga District Council held on 25 January 2011 as previously circulated, be approved as a true and correct record of that meeting.

**Cr Pilkington / Cr Phillips**

## **REPORTS**

### **Item-63            KAWHIA COMMUNITY BOARD MINUTES 28 JANUARY 2011**

#### **Discussion**

#### **MATTERS ARISING**

Cr Pilkington referred to page 4, Item 26 - Potential Support for Water Tank installation, approximately half way through the second paragraph and requested 'Mrs Bennett congratulated...' be corrected to read "Mrs Pilkington congratulated...".

On page 7, Review of District Plan, the word 'further' be inserted prior to submissions in the second line.

#### **Resolved**

That the minutes of the meeting of the Kawhia Community Board held on 28 January 2011 be received.

**Cr Pilkington / Cr Baxter**

**Item-64            DISTRICT LIBRARIANS REPORT FOR NOVEMBER 2010 TO JANUARY 2011**

**Discussion**

The District Librarian attended the meeting and presented her quarterly report for the period November 2010 to January 2011.

With reference to Library visits and quarterly issues statistics, the District Librarian advised that both Waipa and Waitomo Library's figures had shown a downward trend. It was hoped that both Library visits and issues will pick up in due course.

Cr Pilkington referred to the Library website and queried whether it would retain a record of 'hits' so it could be established how often the website is being used. The District Librarian replied that such statistics will be provided by the Hamilton web design Company, Jet Creative. His Worship queried whether the National Library investigates or carries out any work in relation to long term trends. The District Librarian advised that there is a move away from how 'usage' is defined and that this does not only relate to issues. Matters such as joint use facilities and making more space available are factors taken into account. His Worship queried when the District Librarian's report will reflect such changes in usage. The District Librarian replied that she will be able to report in future, on the website usage and perhaps a survey could be undertaken as to why people are using the Library. Cr Phillips asked whether a breakdown of Membership could be obtained highlighting age brackets, and whether ebooks were available. The District Librarian replied that a persons age is recorded as well as where they live. She said personally, the District Library users are a fairly young group, with a substantial proportion being Primary school children and their parents. In reply to the availability of ebooks, the District Librarian advised that investigations are currently being carried out into purchasing ebooks and audio books and should this Library sign up to be part of the programme, and in payment of a small fee, Customers will be able to download these books. Cr Johnson queried whether there is an opportunity for people who live away from the Library, to have books posted out to them. The District Librarian replied, yes, if they agreed to meet the cost of postage and are a Member of the Library though this would create some additional work. The District Librarian reported that Library books are available at six rural school Libraries.

**Resolved**

That the District Librarian's quarterly report for the period November 2010 to January 2011 be received.

**Cr Pilkington / Cr Phillips**

**Item-65            DISTRICT SPORTS COORDINATORS HALF YEARLY REPORT**

**Discussion**

The District Sports Coordinator, Ms Robbie Matthews, attended the meeting and summarised her report for the period July 2010 - January 2011.

The Coordinator highlighted two initiatives, being 'Kiwisport' and 'Be a Sportie'. With regard to Kiwisport, the Coordinator advised that this is a new programme, Government funded through SPARC to promote sport for school age children encouraging more children in schools to play sport. She said it has been recognised that Clubs are the hub of the Sporting Community.

Cr Pilkington queried how it was proposed to capture outlying rural schools. The Coordinator replied it was intended to introduce a programme based in Kawhia and that invitations will be extended to outlying schools to participate. Cr Pilkington stressed the need for communication to the outlying schools that such a programme is being held. His Worship expressed the desire for swimming to be included in the Kiwisport initiative.

The Coordinator then reported on a project specifically for Otorohanga called 'Be a Sportie' which has arisen out of a Sports Forum. She said sport is very reliant on the input of Volunteers and people wanting to participate therefore this project is aimed at looking at ways to help Sports & Clubs in the Otorohanga District to promote themselves and what they offer to the Community. The Coordinator said the purpose is to raise the awareness of the benefits of sports, and encourage more people to become involved in sport whether it be as a volunteer/supporter or as a player.

His Worship reported that he had made a presentation to Ms Matthews of a Certificate of Appreciation for her efforts over the previous 10 years. He said considerable value is given by one person who always has ideas and energy for the promotion of sport in the District. His Worship commended Ms Matthews on a fantastic past year.

### **Resolved**

That the Otorohanga District Coordinator's report for the period July 2010 – January 2011 be received.

### **Cr Prescott / Cr Baxter**

## **Item-66            ROUTINE ENGINEERING REPORT**

### **Discussion**

The Engineering Manager highlighted the main points within his report on general engineering matters for the period November 2010 to January 2011.

### **C959 - TE RAUMAUKU USWP**

With respect to Contract 959, the Engineering Manager reported the successful tenderer is Holden Earthmoving.

### **RURAL RECYCLING CENTRES**

The Engineering Manager referred to Rural Recycling Centres to be established and asked for general ideas as to their locations. Cr Blackler suggested the Korakonui School. Cr Pilkington said she would like to see Council develop criteria for prioritising particular areas for the installation of Recycling Centres. His Worship agreed, and also suggested a template of Recycling Centre operation be prepared so that everyone understands what their obligations are. Cr Johnson felt there could be different scopes for providing assistance at various location however, the aim was to instill in the children that recycling is a normal part of life. The Engineering Manager reported that waste minimisation does also include education not just establishing Recycling Centres throughout the District. With regards to the provision of criteria, His Worship queried whether this could be prepared in-house with assistance from Elected Members, if required. The Engineering Manager replied that it would be desirable to include two or three Elected Members. Accordingly Crs Blacker, Johnson and Pilkington offered their services.

Cr Phillips reported that often when Recycling Centres are established at Schools, people come to think of them as a dumping facility. His Worship said the Community concerned owns the Centre however, it does have its consequences and these should be explained up front. Cr Pilkington agreed that the Community needs to take ownership of the facility.

### **WALKER ROAD**

The Engineering Manager reported he had a discussion with a representative from the Department of Corrections regarding Walker Road. He said Council's Roading Manager is working on a proposal which will be presented to them. Cr Blackler requested that this matter be placed on Matters Referred.

## **OTOROHANGA MEDICAL CENTRE**

In reply to Cr Johnson regarding the work currently being carried out in front of the Otorohanga Medical Centre, the Engineering Manager advised the work involved the replacement of the kerb and channel and pre-seal repairs. He said the work had taken longer than envisaged due to the poor condition of the road and additional repairs having to be carried out.

## **TE TAHI ROAD**

It was reported that the funding of work on Te Tahī Road under the Area Wide Treatment Programme included the use of Development Contributions.

## **KAWHIA WATER SUPPLY**

With regard to the application to upgrade the Kawhia Water Treatment Plant, Cr Pilkington suggested that the letter of endorsement received from the Waikato Health Officer be included with the Application.

The Engineering Manager reported that the Resource Consent Application for the Kawhia Water Supply, which included the increase water take to 600m<sup>3</sup> per day, was submitted to Environment Waikato (EW) for approval and a new Consent has now been issued for 20 years, expiring on 30 November 2030.

## **OTOROHANGA COMMUNITY LAWN MOWING**

The Engineering Manager reported, following an inspection of the Community Lawn Mowing areas by himself and Council's Community Facilities Officer, a list of the areas requiring attention has been prepared for discussion with the Contractor.

Mr Ormsby expressed the opinion it was encouraging to see local Contractors getting Contracts.

### **Resolved**

That the Engineering Manager's report on general engineering matters for the period November 2010 to January 2011 be received.

**Cr Prescott / Cr Pilkington**

## **Item-67 STATE HIGHWAY CLASSIFICATION**

### **Discussion**

The Roading Manager attended the meeting and presented a report advising that NZTA have released the Consultation Draft of the State Highway Classification Listing, and has invited feedback by 31 March 2011. He said the Classification System is intended to better and more efficiently prioritise works and set suitable levels of service for the range of State Highways throughout the Country.

The Roading Manager reported that the classification for each significant stretch of State Highway throughout the Country has been based on the following factors, and is reflective of the issues in Government Policy Statement. The factors are -

1. Freight volume,
2. Annual Average Daily Traffic,
3. Centres of population,
4. Port access for freight,
5. Airport access for passengers,

6. International tourism flows other strategically significant issues.

The Roothing Manager advised, of the three State Highways passing through the Otorohanga District, the classifications are, as might be expected,

- i. State Highway 3 being a Regional Strategic,
- ii. State Highway 39 being a Regional Connector,
- iii. State Highway 31 being a Regional Distributor.

Cr Pilkington referred to the Road User Level of Service, in particular, good quality roadside facilities like rest areas and queried whether these would include the provision of toilets.

#### **Resolved**

That a consultation response is sent to the NZTA supporting the system adopted and thresholds established for the ranking, and providing limited preliminary feedback as listed in the Roothing Manager's report.

**Cr Baxter / Cr Phillips**

### **Item-68 ROAD SAFETY ROUTINE REPORT**

#### **Discussion**

The Roothing Manager presented his report which provided a brief summary of the Road Safety issues and Safety Improvement Works underway.

With regard to the upcoming Keep Left campaign, His Worship expressed the opinion that this is a reminder to non-locals. The Roothing Manager advised it is also proposed to encourage drivers to keep left within the centre line. The Engineering Manager reported that painted arrows on the roads proved more of a benefit to non-local drivers than signs. Members were informed that the provision of Keep Left signs would be funded out of the Road Safety budget. Cr Blackler expressed the opinion that the most effective signs were those identifying the vehicle speed. Following discussion it was agreed that Council not pursue the erection of Keep Left signage.

Cr Phillips reported on a great job carried out on Rangiatea Road and suggested that some drainage work needs to be carried out on a really wet section of Haurua Road.

#### **Resolved**

That the Roothing Manager's Road Safety Routine report be received.

**Cr Johnson / Cr Blackler**

### **Item-69 ROAD LEGALISATION PART BROMLEY ROAD (de HAAN PROPERTIES) SO 422260 AND SO 432905**

#### **Discussion**

The Engineering Manager summarised his report advising that Council has documents requiring consent to the legalisation of two sections of Bromley Road.

#### **Resolved**

That

1. The Otorohanga District Council hereby consents to the Minister of Land Information declaring:
  - a. Pursuant to Sec 114 of the Public Works Act 1981 the land described in the **First Schedule** below being declared road and vested in the Otorohanga District Council.

- b. Pursuant to Sec 116 & 117 of the Public Works Act 1981 the road described in the **Second Schedule** below being stopped and vested in the adjoining properties by way of amalgamation.
- c. Pursuant to Sec 119 of the Public Works Act 1981 the land described in the **Third Schedule** below being taken for severance and vested in the owners of the adjoining land by way of amalgamation with title SA1103/58.

**South Auckland Land District – Otorohanga District**

**First Schedule - Land to be Declared Road**

Area	Description	Owners
525m <sup>2</sup>	Part Sec 29 Blk III Orahiri SD shown as Section 3 on SO 422260	HC & A de Haan and JC Fitzgerald
2560m <sup>2</sup>	Part Sec 60 Blk III Orahiri SD shown as Section 2 on SO 432905	HC & A de Haan and JC Fitzgerald

**Second Schedule – Road to be Stopped and Vested by Amalgamation in Adjoining Title**

Area	Description	Adjoining Title	Owners
733m <sup>2</sup>	Section 2 SO422260	SA54C/354	A & D de Haan
120m <sup>2</sup>	Section 1 SO 422260	SA49D/739	HC & A de Haan and JC Fitzgerald
5732m <sup>2</sup>	Section 4 & 5 SO 432905	SA1103/58	HC & A de Haan and JC Fitzgerald

**Third Schedule – Severance to be Taken and Amalgamated**

Area	Description	Adjoining Title	Owners
511m <sup>2</sup>	Section 3 SO 432905	SA1103/58	HC & A de Haan and JC Fitzgerald

2. The Mayor and Chief Executive of Otorohanga District Council be authorised to sign and seal any documentation necessary to legalise plans SO 422260 and SO 432905.

**Cr Baxter / Cr Pilkington**

**Item-70 DRAFT MANAGEMENT ACCOUNTS TO DECEMBER 2010**

**Discussion**

The District Accountant attended the meeting and summarised the Management Accounts for the period ending 31 December 2010.

The Finance & Administration Manager informed Members that the Management Accounts consist of a summary of significant activities behind which there is considerable detail. He said most accounts should be around 50 percent spent however, due to some seasonal activities and upfront costs there may be some variance to this percentage.

With respect to Water Services, the Chief Executive advised it appears to have been a wise decision to revert to bring Water Services in-house. He said the accounts clearly indicate the benefits.

Cr Pilkington referred to page 3, in particular Community Footpaths, and again requested that the \$50,000 be split \$30,000 to Otorohanga and \$20,000 to Kawhia. Cr Pilkington also referred to the percentage funding split, in the Roothing account and this should read 80 percent separate rates and 20 percent Uniform Annual Charge.

The Finance & Administration Manager referred Members to page 6, Tihiroa Rural Water Supply, which showed a significant over expenditure. The Engineering Manager reported that one or two problems have been experienced however, these are slowly being sorted out. He said there had been a problem with some water meters and a major leak located in Cannon Road. He said this has been repaired however, there were a combination of other issues.

The Chief Executive referred to the power consumption and said this was far too high and required some investigation.

Cr Baxter referred to the Engineering and Services costs and reported that these were consistently over 50 percent and queried why. The Chief Executive replied that this was due to bringing Water Services in-house. He said the accounts were of a good standard and hopefully Council was on track for a reasonable year. His Worship agreed.

### **Resolved**

That the Draft Management Accounts for the year ended 31 December 2010 be received.

### **Cr Blackler / Cr Phillips**

## **Item-71 PROPOSED REGIONAL POLICY STATEMENT - ODC SUBMISSION**

### **Discussion**

The Policy Manager referred to his report advising that on 3 November 2010 the Waikato Regional Council (Environment Waikato (EW)) publicly notified the Proposed Waikato Regional Policy Statement (PWRPS). He advised that the submission period for this closes on 28 February 2011.

The Policy Manager circulated to Members an appendum to the Agenda item providing updated information as a result of the Joint Working Party meeting held on Friday 11 February 2011. He said the purpose of the meeting was for the Thames Coromandel, Hauraki, Matamata/Piako, South Waikato and Otorohanga District Councils to review the draft Submission which is being presented to Council today. He said His Worship the Mayor represented this Council, supported by himself.

The Policy Manager reported that the meeting concluded with support from the representatives of the five Councils for the Submission, subject to some amendments. The specific amendments are as follows -

1. There are a number of policies and methods that use the terminology 'should' in a directive nature towards actions for Territorial Local Authorities (TLAs) to implement. This sets up the potential to create false expectations or a perception on TLAs to act specifically. As such it was agreed that where this is the case for policies and methods the terminology to be replaced with 'could' instead of 'should'.
2. The position to be 'neutral' is used through-out the draft submission and it was felt that this did not send a strong enough signal that changes could be made to make these provisions more relevant. Therefore it was recommended to remove the position of being neutral to being one of 'support-in-part'
3. It was recommended that the items 'Provisions that are too interventionists / prescriptive' and 'Cost Implications' as listed on page 10 of the Draft Cover Submission be moved up in the order, to be items 1 and 2 respectively. These were identified as being of significant concern and therefore needed to be highlighted early in the submission.

4. It was recommended to remove the table on page 9 of the Draft Cover Submission as this was seen to be unnecessary.
5. Discussion highlighted that the premise of 'local decisions for local people' was being undermined throughout the PRPS and it was recommended that the draft submission give a higher profile to the retention of this base premise.
6. In regards to items 6, 7 and 8 of the twelve broad headings listed on page 10 it was noted that the draft submission took the position of 'support-in-part'. It was felt that it did not send a clear message that amendments are being sought to those provisions. As such it was recommended that the position taken for those provisions be changed to from 'support-in-part' to a position of 'oppose'.
7. It was recommended that the relief sought for provisions that come under the umbrella of 'References to external documents' to direct that these references should be removed from the provisions and a section be included in the introduction to the document that provides a reference.
8. It was recommended that the section within the Draft Submission that is titled 'Provisions that are too aspirational / not achievable' needs to give a greater profile for the inclusion and use of clear and achievable end points or goals. This will create a better ability to ascertain requirements to achieve but also the ability to assess progress.

His Worship said the Council's were challenging EW to undertake cost analysis of implementing the Proposed Regional Policy Statement once operative. He said reality must have a place within this document. Cr Pilkington agreed and advised that the local Ratepayer gets 'hit' twice, once through EW rates and the follow on effect of the local Territorial Authorities rates. The Policy Manager informed Members that the proposed amendments will tidy up the collective Councils' Submission.

His Worship reported on the indicative costs of being involved in the process and advised that originally these were around \$30,000 with \$6,000 being contributed from each Council. He said the latest indication is approximately \$120,000 with this Council's share being \$25,000. He said he questions this cost in challenging our Regional Council. An offer of \$10,000 will be made.

Cr Blackler extended thanks to Council's Policy Manager and felt that his time should be part of this Council's contribution. She suggested that contact be made with the areas Members of Parliament. She felt that there was a good case for following in Canterbury's footsteps. Cr Pilkington endorsed Cr Blackler's comments and said Council has no choice as this was alarming for our Ratepayers in the current economic situation.

## **Resolved**

That

1. Council approves the Joint Submission with amendments to the Proposed Waikato Regional Policy Statement to be submitted prior to 28 February 2011
2. Delegation be given to His Worship the Mayor to act on behalf of Council in signing the document and in representing future submissions.

## **Cr Pilkington / Cr Blackler**

## **LUNCHEON ADJOURNMENT**

Council adjourned for lunch at 12.40pm and resumed at 1.08pm.

## **CR PRESCOTT**

Cr Prescott left the meeting following the lunch adjournment.

**Item-72            PROPOSED DISTRICT PLAN - FURTHER SUBMISSIONS PROCESS / NOTIFICATION**

**Discussion**

The Policy Manager referred Members to his report advising that on 16 September 2010 the Otorohanga District Council publicly notified the Proposed District Plan as per the Schedule 1 requirements of the Resource Management Act 1991. He said the Submission period closed on 26 November 2010, with Council receiving 132 submissions. The Policy Manager reported, as required by the RMA, Council Staff have compiled the 'Summary of Relief Sought in Submissions Report' which is to be released for further submissions. He said Staff have produced this report in two versions, one which lists the Submission points by Submitter and the other which lists the Submission points by chapter, section and topic as defined in the Proposed District Plan.

**Resolved**

That Council approves the "Summary of Relief Sought in Submissions Report" to be publicly notified in accordance with the provisions of Schedule 1 of the Resource Management Act 1991 on Thursday 17 February 2011.

**Cr Phillips / Cr Johnson**

**CR ORMSBY**

Cr Ormsby re-attended the meeting at 1.15pm.

**Item-73            OTOROHANGA DISTRICT & COMMUNITY CHARITABLE TRUST - APPOINTMENT OF NEW MEMBERS**

**Discussion**

The Finance & Administration Manager presented his report advising that following the retirement and resignation of three Members of the Trust at their recent Annual General Meeting held on 16 December 2010, the Trust is now seeking their replacements.

He also reported that Cr Johnson had been elected Chair of the Trust. Members were informed that the fund now stands at just over \$168,000. Cr Johnson reported that he wished to see the fund grow and for the Trust to be given more publicity.

**Resolved**

That

1. Mrs Sonya Hetet's resignation be accepted,
2. Messrs Peter Coventry, Ray Haley and Terry Gregan be appointed as Trustees for a term of three years.

**Cr Johnson / Cr Pilkington**

## **Item-74            MATTERS REFERRED FROM 25 JANUARY 2011**

### **Discussion**

#### **RECYCLING BINS**

The Engineering Manager reported that following the report of recycling being treated as refuse, the Contractor had advised that Ratepayers and Residents in Otorohanga had taken to recycling with considerably more being placed out for collection, and that an additional truck had been engaged to collect recyclables which were then taken back to the Depot and sorted.

His Worship expressed the opinion that the refuse collection service provided was 'pretty good' and that Council has to be careful when commenting on Contract works.

### **GENERAL**

#### **FIRE PERMIT**

Cr Phillips reported of a member of the public who, over the Christmas holiday period, was extremely impressed that Council's Fire Officer came out to his property and issued a permit.

#### **ENVIROWASTE**

Cr Pilkington reported how accommodating EnviroWaste had been to work with over recent Kawhia refuse collection issues.

#### **WEST COAST ZONE LIAISON SUB-COMMITTEE**

Cr Pilkington referred to a report which had been received highlighting the point of two important issues, being growth and land intensification. She said these were not applicable to the West Coast. She said the stance that 'one size fits all' does not apply to the West Coast Zone.

#### **KAI FESTIVAL**

Cr Pilkington reported on the very successful Kai Festival and extended congratulations to the Organisers.

#### **COMBINED MAYORAL FORUM**

His Worship referred to the forthcoming Mayoral Forum on Friday 25 February and requested those Members attending to give their response to Council's Executive Assistant.

#### **THE LATE MATAROA FREW**

The Policy Manager reported that Cr Prescott and himself attended the tangi for the late Mataroa Frew, Member of the Nehenehenui RMC.

### **MOTION TO EXCLUDE THE PUBLIC**

"THAT the Otorohanga District Council, pursuant to Section 48, Local Government Official Information and Meetings Act 1987, resolves that the public be excluded from the following parts of the proceedings of this meeting.

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 or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public."

**Cr Johnson / Cr Pilkington**

**Item-75            CHIEF EXECUTIVE PERFORMANCE REVIEW    CONFIDENTIAL**

**Item-76            EMPLOYMENT OF CHIEF EXECUTIVE    CONFIDENTIAL**

**MEETING CLOSED**

The meeting concluded at 1.55pm.

**MAYOR:**

**DATE:**                    8 March 2011

