



TE KAUNIHERA Ā-ROHE O  
**ŌTOROHANGA**  
DISTRICT COUNCIL

# Open Minutes

## **CHIEF EXECUTIVE REVIEW COMMITTEE**

17 June 2025

Open Minutes of an ordinary meeting of the Ōtorohanga District Council's Chief Executive Review Committee held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Tuesday, 17 June 2025 commencing at 10.00am.

Tanya Winter, Chief Executive

23 June 2025

### Committee member attendance

Chairperson	His Worship the Mayor, Max Baxter	Attended
Deputy Chairperson	Deputy Mayor, Annette Williams	Attended
Rangiaātea Councillor	Jaimee Tamaki	Attended via Zoom
Waipā Councillor	Roy Johnson	Attended

### Other attendees

Chief Executive	Tanya Winter	Attended
HR Consultant	Robyn McCulloch	Attended
Manager Governance	Kaia King	Attended

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Chief Executive, Tanya Winter on 18 June 2025.

<b>Opening formalities</b>	<b>Ngā tikanga mihimihi</b>	
Commencement of meeting	Te tīmatanga o te hui	4
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	4
Apologies	Ngā hōnea	4
Late items	Ngā take tōmuri	4
Declaration of conflict of interest	Te whakapuakanga pānga taharua	4
Confirmation of minutes	Te whakaū i ngā meneti	4

<b>Decision reports</b>	<b>Ngā pūrongo whakatau</b>
There are no reports.	

<b>Information only reports</b>	<b>Ngā pūrongo mōhiohio anake</b>
There are no reports.	

<b>Public excluded</b>	<b>Take matatapu</b>	
Item 7	Resolution to exclude the public for Items PE14, PE15 and PE16	5

<b>Closing formalities</b>	<b>Ngā tikanga whakakapi</b>	
Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	6
Meeting closure	Katinga o te hui	6

**Commencement of meeting****Te tīmatanga o te hui**

His Worship the Mayor declared the meeting open at 10.03am.

**Opening prayer/reflection/words of wisdom****Karakia/huitao/whakataukī**

ŌDC's Tanya Winter provided an opening karakia.

**Apologies****Ngā hōnea**

There were no apologies tendered.

**Late items****Ngā take tōmuri**

There were no late items.

**Declaration of conflict of interest****Te whakapuakanga pānga taharua**

There were no Declarations made.

**Confirmation of minutes****Te whakaū i ngā meneti**

Resolved CE14: That the Chief Executive Review Committee confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 10 February 2025 (document number 805044).

Deputy Mayor Williams | Councillor Johnson

**Decision reports****Ngā pūrongo whakatau**

There were no reports.

Information only reports

Ngā pūrongo mōhiohio anake

There were no reports.

Public excluded

Take matatapu

Item 7: Resolution to exclude the public for Items PE14, PE15 and PE16

Resolved PE15: That the Chief Executive Review Committee exclude the public from the following parts of the proceedings of this meeting confirming:

- a) 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 7 of that Act where a risk of prejudice is minimised by the holding of the whole or the relevant part of the proceedings of the meeting in public; and
- b) The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds for the passing of this resolution are as follows:

General subject of each matter to be considered	Ground(s) under section 48(1) for the passing of this resolution	Interest
Item PE14 - Chief Executive Draft KPIs and Personal Development Plan for 2025/2026	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.
Item PE15 – Councillors’ survey as input for the Chief Executive annual performance review	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.
Item 16 - Memo from the Chief Executive	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.

His Worship the Mayor | Deputy Mayor Williams

Members of the public were excluded from the meeting at 10.05am and re-admitted at 11.55am.

**Closing prayer/reflection/words of wisdom**

**Karakia/huritao/whakataukī**

ŌDC's Tanya Winter provided the closing karakia.

**Meeting closure**

**Katinga o te hui**

His Worship the Mayor declared the meeting closed at 11.56am.