

## **External Members Appointments Panel AGENDA**

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### **Notice of Meeting:**

An ordinary meeting of the External Members Appointments Panel will be held on:

**Date:** Tuesday 9 May 2017  
**Time:** 4pm  
**Venue:** Committee Room 1, Level 2, Civic Offices,  
53 Hereford Street, Christchurch

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### **Membership**

Chairperson	Councillor Jamie Gough
Members	Councillor David East
	Councillor Aaron Keown

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**9 May 2017**

### **Principal Advisor**

Emma Davis  
Head of Human Resources

Mark Saunders  
Committee and Hearings Advisor  
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Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted.  
If you require further information relating to any reports, please contact the person named on the report.

**To view copies of Agendas and Minutes, visit:**

<https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/>

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**External Members Appointments Panel - Terms of Reference**

Chair	Councillor Gough
Membership	Councillor East and Councillor Keown
Quorum	Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.
Meeting Cycle	Meetings will be held as required

**Delegations**

External Members Appointments Panel:

- The Committee delegates to its External Members Appointments Panel (Panel) the authority to consider shortlisted candidates for appointment as the External Members of the Committee and to appoint 2 External Members.
- The Chair of the Panel shall be the Chair of the Committee, and the further members of the Panel shall be the elected members of the Committee.
- The quorum of the Panel shall be half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.

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Part A	Matters Requiring a Council Decision
Part B	Reports for Information
Part C	Decisions Under Delegation

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## TABLE OF CONTENTS

C	1.	Apologies.....	4
B	2.	Declarations of Interest.....	4
		Resolution to Exclude the Public .....	5

**1. Apologies**

**2. Declarations of Interest**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.

## Resolution to Exclude the Public

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*Section 48, Local Government Official Information and Meetings Act 1987.*

I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.

Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

### **Note**

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

- (a) Shall be available to any member of the public who is present; and
- (b) Shall form part of the minutes of the local authority.”

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 are as follows:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
3	EXTERNAL MEMBER APPOINTMENT TO HEALTH AND SAFETY COMMITTEE	S7(2)(A)	PROTECTION OF PRIVACY OF NATURAL PERSONS	THE REPORT CONTAINS EVALUATIVE MATERIAL CONFIDENTIAL TO THE APPOINTMENT PROCESS	On confirmation of the appointment subject to privacy consideration