



AGENDA

Extraordinary Directors and Trustees Appointment Subcommittee Meeting Tuesday, 9 September 2025

Date Tuesday, 9 September 2025

Time 9:30 am

Location Meeting Room 1
Timaru District Council
2 King George Place
Timaru

File Reference 1789721

Timaru District Council

Notice is hereby given that a meeting of the Extraordinary Directors and Trustees Appointment Committee will be held in the Meeting Room 1, Timaru District Council, 2 King George Place, Timaru, on Tuesday 9 September 2025, at 9:30 am.

Members

The Mayor, Deputy Mayor, Chairperson Commercial and Strategy Committee & Deputy Chair Commercial and Strategy.

Quorum – no less than 2 members

Local Authorities (Members' Interests) Act 1968

Subcommittee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Nigel Trainor
Chief Executive

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- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**

5 Confirmation of Minutes

5.1 Minutes of the Extraordinary Directors and Trustee Appointment Committee Meeting held on 17 November 2023

Author: Jessica Kavanaugh, Democracy Services Lead

Recommendation

That the Minutes of the Extraordinary Directors and Trustee Appointment Committee Meeting held on 17 November 2023 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

- 1. Minutes of the Extraordinary Directors and Trustee Appointment Committee Meeting held on 17 November 2023**



MINUTES

Extraordinary Directors and Trustees Appointment Subcommittee Meeting Friday, 17 November 2023

Ref: 1789721

**Minutes of Timaru District Council
Extraordinary Directors and Trustees Appointment Subcommittee Meeting
Held in the Council Chamber, Timaru District Council, 2 King George Place, Timaru
on Friday, 17 November 2023 at 10am**

Present: Mayor Nigel Bowen (Chairperson), Clr Scott Shannon, Clr Allan Booth (via Teams), Clr Stu Piddington

In Attendance: Mark Rogers (Chairperson Timaru District Holdings Limited), Bede Carran (Chief Executive), Alana Hobbs (Governance & Executive Support Administrator)

1 Apologies

1.1 Apologies Received

Resolution 2023/23

Moved: Mayor Nigel Bowen

Seconded: Member Scott Shannon

That the apology of Clr Peter Burt be received and accepted in relation to his conflict of interest with Timaru District Holdings Limited and Clr Stu Piddington be appointed as a voting member for the committee.

Carried

2 Identification of Items of Urgent Business

No items of urgent business were received

3 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

4 Declaration of Conflicts of Interest

- Mark Rogers, Chair of Timaru District Holdings Limited was invited to the meeting to give his recommendation as a person with special expert knowledge.
- All council members present will have their vote recorded.

5 Confirmation of Minutes

5.1 Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 22 August 2023

Resolution 2023/24

Moved: Mayor Nigel Bowen

Seconded: Member Scott Shannon

That the Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 22 August 2023 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Carried

6 Consideration of Urgent Business Items

No items of urgent business were received

7 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

8 Exclusion of the Public

Resolution 2023/25

Moved: Mayor Nigel Bowen

Seconded: Member Scott Shannon

That the public be excluded from the following parts of the proceedings of this meeting on the grounds under section 48 of the Local Government Official Information and Meetings Act 1987 as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
9.1 - Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 22 August 2023	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons
9.2 - Appointment of Timaru District Holdings Limited Director	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy, including the privacy of deceased persons

Carried

9 Public Excluded Reports

9.1 Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 22 August 2023

9.2 Appointment of Timaru District Holdings Limited Director

10 Readmittance of the Public

Resolution 2023/26

Moved: Mayor Nigel Bowen

Seconded: Member Scott Shannon

That the meeting moves out of Closed Meeting into Open Meeting.

Carried

The meeting closed at 10.25am.

.....
Mayor Nigel Bowen
Chairperson

6 Consideration of Urgent Business Items

7 Consideration of Minor Nature Matters

8 Exclusion of the Public

Recommendation

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

9.1 Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Committee Meeting held on 17 November 2023

9.2 Appointment of Interview and Selection Panel

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 are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
9.1 - Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Committee Meeting held on 17 November 2023 Matters dealt with in these minutes: 9.1 - Public Excluded Minutes of the Extraordinary Directors and Trustee Appointment Subcommittee Meeting held on 22 August 2023 9.2 - Appointment of Timaru District Holdings Limited Director	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 17 November 2023 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 17 November 2023.
9.2 - Appointment of Interview and Selection Panel	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural	To protect a person's privacy, including the privacy of deceased persons

	persons, including that of deceased natural persons	
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*I also move that [\[name of person or persons\]](#) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [\[specify\]](#). This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because [\[specify\]](#)

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*Delete if inapplicable.

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.”

9 Public Excluded Reports

10 Readmittance of the Public