

CONFIDENTIAL MEMORANDUM

TO: Council

MEETING DATE: 24 June 2019

TITLE: Rotation of Trustees on Council Controlled Organisations

DATE: 7 June 2019

PRESENTED BY: Rachel Corser, Committee Administrator, Strategy & Planning

APPROVED BY: Sheryl Bryant, General Manager - Strategy & Planning

It is recommended that this report be considered with the public excluded, as permitted by the Local Government Official Information and Meetings Act 1987 under clause:

s7(2)(a) Privacy

REASON FOR CONFIDENTIALITY

The reason for this report to be confidential is
The report contains personal information.

RECOMMENDATION FOR PUBLIC RELEASE

The decisions, as outlined below, can be released from Part II following notification to Trustees and Boards of any reappointments, or once advertising has commenced. The report will remain in Part II due to it containing personal information.

RECOMMENDATIONS TO COUNCIL

Te Manawa Museum Trust Board

- 1) That Council reappoint trustee Geoff Jameson to the Te Manawa Museum Trust Board and commence an appointment process inviting persons to apply for one trustee positions on the Te Manawa Museum Trust Board**

OR

That Council commence an appointment process inviting persons to apply for two trustee positions on the Te Manawa Museum Trust Board.

- 2) That it be noted that the Annual General Meeting of the Te Manawa Museum**

Board is to be held on 26 September 2019 commencing at 5.30pm, at Te Manawa Museum.

Globe Theatre Trust Board

- 3) That Council reappoint trustees Maxine Dale and Margaret May to the Globe Theatre Trust Board.

OR

That Council commence an appointment process inviting persons to apply for two trustee positions on the Globe Theatre Trust Board.

- 4) That it be noted that the Annual General Meeting of the Globe Theatre Trust is yet to be determined.

Regent Theatre Trust Board

- 5) That Council commence an appointment process inviting persons to apply for two trustee positions on the Regent Theatre Trust Board.

- 6) That it be noted that the Annual General Meeting of The Regent Theatre Trust Board is to be held on Tuesday 24 September 2019, commencing at 5:30pm at The Regent Theatre.

Caccia Birch Trust Board

- 7) That Council reappoint trustee Mr Grant O'Donnell and appoint Mr David Campbell to the Caccia Birch Trust Board and commence an appointment process inviting persons to apply for one trustee positions on the Caccia Birch Trust Board.

OR

That Council commence an appointment process inviting persons to apply for three trustee positions on the Caccia Birch Trust Board.

- 8) That it be noted that the Annual General Meeting of the Caccia Birch Trust Board is yet to be determined.

Palmerston North Airport Limited Board

- 9) That Council reappoint directors Mr Chris Cardwell and Ms Josie Adlam to the Palmerston North Airport Limited Board.

OR

That Council commence an appointment process inviting persons to apply for two director positions on the Palmerston North Airport Limited Board.

- 10) That it be noted that the Annual General Meeting of the Palmerston North Airport Limited will be held by entry in the Minute Book at a date yet to be determined in October 2019.**

1. ISSUE

To inform the Council of the retirement by rotation of Trustees from the following respective Council Controlled Organisations:

Te Manawa Museums Trust – Ms Sheridan Hickey and Mr Geoffrey Jameson
Globe Theatre Trust – Mrs Maxine Dale and Mrs Margaret May
Regent Theatre Trust – Mr Maurice Rowe and Mr Pat Snoxell
Caccia Birch Trust – Mr Grant O’Donnell
Palmerston North Airport Limited – Mr Chris Cardwell and Ms Josie Adlam

If Council decides to advertise all positions we have the following number of vacancies:

Te Manawa Museums Trust – two positions
Regent Theatre Trust – two positions
Globe Theatre Trust – two positions
Caccia Birch Trust – three positions
Palmerston North Airport Limited – two positions.

2. BACKGROUND

Letters from Te Manawa Museums Trust Board; Regent Theatre Trust Board, Globe Theatre Trust Board, Caccia Birch Trust Board, and the Palmerston North Airport Limited have been received by Council advising that their respective Board Members are due to retire by rotation, and have outlined the retiring members available for re-appointment (see attachments).

It is worth noting that Caccia Birch Trust are currently operating outside of their Trust Deed with only three current Trustees.

Similarly Regent Theatre would also be operating outside their Trust Deed if replacement trustees are not appointed.

Council Controlled Organisations are requested to advise the Council as soon as possible, but not later than three months prior to the date of expiry of a trustee or director’s term. Such advice should include the details of the directors who are due to retire and whether or not they wish to be considered for reappointment. The Council is entitled to appoint up to five members on the Te Manawa Museums Trust Board, six members on the Regent Theatre Trust Board, five members on the Globe Theatre Trust Board, six members on the Caccia Birch Trust Board, and five members on the Palmerston North Airport Limited Board.

In appointing directors/trustees, the Council will be seeking persons with relevant skills and ability to make a significant contribution to the successful operation of the organisation concerned.

3. NEXT STEPS

It is recommended that consideration be given to the appointment of members/reappointment of current Board members as outlined above.

In the event that the Council decides to appoint new or reappoint retiring members, advice of their appointments will be forwarded to the respective Trust Boards.

In the event that the Council decides to advertise the positions, an appointment process will be set out as per the ‘Appointment of Directors and Trustees’ policy and will involve:

- The Mayor and/or Deputy Mayor
- Chair of the Finance and Performance Committee
- Chair of the Arts Culture and Heritage Committee
- The Chief Executive (or their representative)

4. COMPLIANCE AND ADMINISTRATION

Does the Committee have delegated authority to decide?	Yes
Are the decisions significant?	No
If they are significant do they affect land or a body of water?	No
Can this decision only be made through a 10 Year Plan?	No
Does this decision require consultation through the Special Consultative procedure?	No
Is there funding in the current Annual Plan for these actions?	Yes
Are the recommendations inconsistent with any of Council’s policies or plans?	No
The recommendations contribute to Goal 5: A Driven and Enabling Council	

The recommendations contribute to the outcomes of the Driven and Enabling Council Strategy

Contribution to strategic direction

By adopting the recommended actions the Council will ensure that there is effective representation within the Council Controlled Organisations in which the Council has a financial interest or strategic interest. This will contribute to the desired outcome of an effective and responsible Council that excels in good governance.

ATTACHMENTS

1. Letter - Te Manawa
2. Letter - Globe Theatre
3. Letter - Regent Theatre Trust Board
4. Letter - Caccia Birch Trust Board
5. Letter - Palmerston North Airport Ltd