

Council

Meeting of 28 October 2025

Business Unit: People and Corporate

Date Created: 22 October 2025

Establishment of Committees

Purpose Te Aronga o te Pūrongo

To advise the Council that His Worship the Mayor has exercised his discretionary power in terms of Section 41A Subsection 3 of the Local Government Act 2002 to establish the committees of Council and to advise the appointment of chairpersons to those committees.

Recommendations Ngā Tūtohunga

That the Council notes the Committee structure established by His Worship the Mayor as follows:

Committee	Chairperson
Finance & Performance Committee	Stuart Campbell (external)
Chief Executive's Employment Committee	Councillor Grant Hadfield
Hearings Committee	Councillor Alison Short
Creative Communities Assessment Committee	Ben Caldwell (external)
District Development Committee	Councillor Colin Dyer
District Licensing Committee	Commissioner Ross Brannigan (external)
Water Services Unit Committee	Colin McFadzean (external)

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Approved for submission by:

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1 Background Ngā Kōrero o Muri

- 1.1 The Council makes decisions on behalf of the wider public interest, taking into account the needs of current and future generations and the goals of the district. The establishment of committees enhances efficient and effective decision making by distributing the workload of the Council amongst subordinate decision-making bodies.

2 Strategic Fit Te Tautika ki te Rautaki

- 2.1 The Council makes decisions on behalf of the wider public interest, taking into account the needs of current and future generations, and the strategic priorities identified by Council. The matter addressed by this report relates to the Council's Kawanatanga (Governance) role and therefore to all of the above strategic priorities in a wider sense.

3 Discussion and Options Considered Ngā Matapakinga me ngā Kōwhiringa i Wānangahia

- 3.1 Under Section 41A of the Local Government Act 2002 the Mayor has the power to establish committees, and to appoint the chairperson of each of those committees. The Mayor is able to make the appointments of chairpersons before the other members of the committees are determined.
- 3.2 His Worship the Mayor has chosen to exercise this power. The following are the committees, and the appointed chairpersons, that have been established:

Committee	Chairperson
Finance & Performance Committee	Stuart Campbell (external)
Chief Executive's Employment Committee	Councillor Grant Hadfield
Hearings Committee	Councillor Alison Short
Creative Communities Assessment Committee	Ben Caldwell (external)
District Development Committee	Councillor Colin Dyer
District Licensing Committee	Commissioner Ross Brannigan (external)
Water Services Unit Committee	Colin McFadzean (external)

- 3.3 The Council has the power to establish, in accordance with Clause 30, Schedule 7 of the Local Government Act 2002, additional committees to those established by the Mayor.
- 3.4 The Council also has the power to discharge committees established by the Mayor, and also to discharge a chairperson appointed by the Mayor, following the processes outlined in Clauses 30 and 31, Schedule 7 of the Local Government Act 2002.
- 3.5 The Council will meet on two Wednesdays each month, with the other committee meetings being scheduled for the alternate Wednesday to the Council meetings. The Council meetings will be followed by a workshop session that would be chaired by His Worship the Mayor.

3.6 Full terms of reference for each of the committees established by His Worship the Mayor will be developed and brought to the Council meeting on 12 November 2025 for adoption.

3.7 The terms of reference will detail the responsibilities, the meeting cycle, the membership, and the delegated authority of each committee.

4 Risk Assessment Te Arotake Tūraru

4.1 There are no risks associated with this report.

5 Engagement Te Whakapānga

Significance of Decision

5.1 The Council's Significance and Engagement Policy is not triggered by matters discussed in this report. No stakeholder engagement is required.

Māori and Cultural Engagement

5.2 There are no known cultural considerations associated with the matters addressed in this report. No specific engagement with Māori or other ethnicity groups is necessary.

Community Engagement

5.3 No community engagement is required.

6 Operational Implications Ngā Pānga Whakahaere

6.1 There are no operational implications with this report.

7 Financial Implications Ngā Pānga Ahumoni

7.1 The remuneration for Councillors with additional responsibilities (e.g., Committee chairs) is yet to be determined by Council and the Remuneration Authority. This will be discussed at the Council meeting earmarked for 12 November 2025.

8 Statutory Requirements Ngā Here ā-Ture

8.1 As discussed in previous sections, new powers for Mayors came into effect from 12 October 2013. These powers are set out in Section 41A of the Local Government Act 2002. Included in these powers is the discretionary power to establish committees of the Council, and to appoint Chairpersons to those committees.

8.2 However, nothing in the above limits or prevents a Council from discharging or reconstituting the committees established by the Mayor, following the process set out in Clause 30, Schedule 7 of the Local Government Act 2002, or discharging a chairperson appointed by the Mayor following the process outlined in Clause 31, Schedule 7 of the Local Government Act 2002.

- 8.3 Clause 32, Schedule 7 of the Local Government Act 2002 sets out the ability of the Council to delegate authority to the committees established either by the Mayor under his discretionary powers or established by Council under Clause 30, Schedule 7.

9 Next Steps Te Kokenga

- 9.1 The Terms of Reference for each committee will be finalised and presented to Council at its 12 November 2025 meeting for adoption.
- 9.2 The Council and committee meeting schedule for the remainder of 2025 will be confirmed at this meeting.

10 Attachments Ngā Āpitihanga

- There are no attachments.