

**MINUTE EXTRACT FROM THE NON-PUBLIC MINUTES OF THE COUNCIL MEETING HELD ON  
MONDAY 11 DECEMBER 2017**

**C4 DIRECTOR RE/APPOINTMENTS GROUP COMPANIES**

A report summarised the process followed regarding the re/appointment of Directors within the DCHL Group.

Mr Keith Cooper responded to questions from Councillors and commented on the proposed appointees.

Moved (Cr Mike Lord/Cr Andrew Whiley):

That the Council:

- a) **Notes** the appointment of Chris Hopkins to the Board of City Forests Limited.
- b) **Notes** the reappointment of Raewyn Lovett to the Board of Dunedin Venues Management Limited and the appointment of Joanne Conroy to the Board of Dunedin Venues Management Limited.
- c) **Notes** the appointment of Judy Bevin to the Board of Taieri Gorge Railway Limited.

**Motion carried (CNL/2017/250)**

## DIRECTOR RE/APPOINTMENTS GROUP COMPANIES

Department: Finance

### REASONS FOR CONFIDENTIALITY

|                |                                                                                                                                                                                    |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Grounds:       | S48(1)(a) - The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7. |
| Reason:        | S7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.                                         |
| In particular: | This report is confidential because the appointment of directors is made public once the applicants have been notified of the decision.                                            |

### EXECUTIVE SUMMARY

- 1 This report summarises the process followed regarding the re/appointment of Directors within the DCHL Group.

### RECOMMENDATIONS

That the Council:

- a) **Notes** the appointment of Chris Hopkins to the Board of City Forests Limited.
- b) **Notes** the reappointment of Raewyn Lovett to the Board of Dunedin Venues Management Limited and the appointment of Joanne Conroy to the Board of Dunedin Venues Management Limited.
- c) **Notes** the appointment of Judy Bevin to the Board of Taieri Gorge Railway Limited.

### BACKGROUND

- 2 As part of its annual work plan Dunedin City Holdings Limited reviews board membership across the Dunedin City Holdings Limited (DCHL) Group
- 3 The review identifies any gaps that require filling due to resignations, retirements, rotation and competencies.
- 4 This report details the process undertaken to appoint directors to the boards where vacancies exist, as well as succession planning for the future.
- 5 The focus this year has been to bring diversity to the Boards and to make sure we have robust succession plans in place. The Internship Programme which will begin January next year will help in both these areas.

## **DISCUSSION**

- 6 The following vacancies were identified:-
- City Forests Limited due to the resignation of Tony Allison.
  - Dunedin Venues Management Limited due to the retirement of Peter Hutchison.
  - Taieri Gorge Railway Limited due to the retirement of Graeme Smart, joint Otago Excursion Train Trust and DCHL director.
- 7 Advertisements were placed with the Institute of Directors; Appoint me Boards, on the DCC Website and in the Otago Daily Times.
- 8 There were over 70 applications from overseas as well as within New Zealand, a balance of male and female, North and South Island and a variety of experience.
- 9 Candidates were shortlisted according to the alignment of their competencies and those identified by each company with overarching governance and commercial experience.
- 10 Interview panels were set up consisting of the Chair and one other director of Dunedin City Holdings Limited and the Chair of the company concerned.
- 11 Interviews were held over several weeks beginning 1 November until 22 November.
- 12 The following candidates were chosen unanimously by the interview panels:-
- Chris Hopkins to City Forests Limited Board, Chris is an experienced CEO and qualified accountant with other governance roles. He is currently CEO of Scott Technology. Chris has a strong sense of community responsibility. Chris also has an interest in Forestry on a personal level (no conflict with City Forests Limited). His experience specifically covers sales, marketing, exporting and manufacturing. Chris has a great understanding of Risk Management and Health and Safety.
  - Joanne Conroy to Dunedin Venues Management Limited due to her in depth knowledge of property and asset management. Joanne has a wealth of experience in property management and utilisation and has strong beliefs around community asset utilisation from a commercial perspective. Joanne's appointment is part of the realignment of skills within the group to ensure we are taking advantage of individuals' talents. Joanne is a director on Dunedin Stadium Property Ltd and has performed strongly here. Her addition to the DVML Board adds strength to the asset management programme.
  - Judy Bevin to Taieri Gorge Railway Limited Board, Judy is an experienced CFO and has been engaged at large company board level with a good understanding of governance. Judy has a sound view on the strategic asset value to the city. Her particular focus is on risk.
- 13 Each of the preferred candidates has completed online questionnaires through DISC NZ with a view to gain independent assurance on the styles of individuals and their ability to work in a team.
- 14 The DCHL Board and in the case of Taieri Gorge Railway Limited the Otago Excursion Train Trust then reviewed the recommendations from the panels and agreed the appointments for the subsidiary companies.

## **OPTIONS**

15 Not applicable.

## **NEXT STEPS**

16 The directors concerned will be notified of their appointments.

## **Signatories**

|             |                                                                          |
|-------------|--------------------------------------------------------------------------|
| Author:     | Natalie Brown - Acting Group Business Manager, Dunedin City Holdings Ltd |
| Authoriser: | Graham Crombie – Chair, Dunedin City Holdings Ltd                        |

## **Attachments**

|   | <b>Title</b>  | <b>Page</b> |
|---|---------------|-------------|
| A | Candidate CVs |             |

**SUMMARY OF CONSIDERATIONS*****Fit with purpose of Local Government***

This report relates to providing an administrative function for the continuing operation of companies within the Dunedin City Holdings Limited Group.

***Fit with strategic framework***

|                                         | Contributes              | Detracts                 | Not applicable                      |
|-----------------------------------------|--------------------------|--------------------------|-------------------------------------|
| Social Wellbeing Strategy               | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Economic Development Strategy           | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Environment Strategy                    | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Arts and Culture Strategy               | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3 Waters Strategy                       | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Spatial Plan                            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Integrated Transport Strategy           | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Parks and Recreation Strategy           | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other strategic projects/policies/plans | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

There is no contribution to the Strategic Framework – reporting only.

***Māori Impact Statement***

There are no known impacts for tangata whenua.

***Sustainability***

There are no implications for sustainability.

***LTP/Annual Plan / Financial Strategy / Infrastructure Strategy***

There are no implications.

***Financial considerations***

There are no financial implications.

***Significance***

Not applicable – reporting only.

***Engagement – external***

There has been no external engagement.

***Engagement - internal***

There has been internal engagement with DCHL Board and relevant Chairs of the Group Companies concerned.

***Risks: Legal / Health and Safety etc.***

There are no identified risks.

***Conflict of Interest***

There are no known conflicts of interest.

***Community Boards***

There are no known implications for Community Boards.