

**MINUTE EXTRACT FROM THE NON-PUBLIC MINUTES OF THE COUNCIL MEETING HELD ON TUESDAY,
28 SEPTEMBER 2021**

C5 APPOINTMENT OF REVIEWER

A report from the Office of the Chief Executive recommended a reviewer to conduct the internal review of the Council's Waikouaiti, Karitane and Hawksbury Village water response in accordance with the Terms of Reference previously approved by Council.

The Chief Executive (Sandy Graham) spoke to the report and responded to questions.

Moved (Cr Doug Hall/Cr Rachel Elder):

That the Council:

Appoints Ross Tanner as the independent reviewer for the review of the Council's Waikouaiti, Karitane and Hawksbury Village water response in accordance with the Terms of Reference.

Motion carried (CNL/2021/183)

APPOINTMENT OF REVIEWER

Department: Office of the Chief Executive

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.

EXECUTIVE SUMMARY

- 1 This report recommends a reviewer to conduct the internal review of the DCC Waikouaiti, Karitane and Hawksbury Village water response in accordance with the Terms of Reference previously approved by Council.

RECOMMENDATIONS

That the Council:

- a) **Appoints** Ross Tanner as the independent reviewer for the review of the DCC Waikouaiti, Karitane and Hawksbury Village water response in accordance with the Terms of Reference.

BACKGROUND

- 1 A do not drink notice was issued for the Waikouaiti, Karitane and Hawksbury Village area on Tuesday, 2 February 2021 due to elevated lead readings in testing samples.
- 2 The Mayor indicated in February 2021 that while the initial focus of the response would be on the health and well-being of the community and resolving the issue, an independent review would be undertaken at the appropriate time.
- 3 On 25 May 2021 Council considered and approved the Terms of Reference for the review. The next steps of that report noted that the review would begin once the water supply was resumed. The appointment of the reviewer was to be the subject of a further report to Council.

DISCUSSION

- 4 The water supply has been restored to residents, COVID-19 restrictions have eased and it is now possible to undertake the review using an out of town reviewer.
- 5 The Chief Executive Officer has considered a range of candidates. Advice was sought from Audit and Risk Chair, Warren Allen and other Chief Executive Officers from around the country.
- 6 The Chief Executive Officer considered these recommended candidates:
- [REDACTED]
 - [REDACTED]
 - [REDACTED]
- Ross Tanner, professional director and consultant specialising in public sector management and governance.
- 7 The Chief Executive Officer's recommended candidate is Mr Ross Tanner.
- 8 He has had extensive career experience in the State sector including senior management roles in Government departments and participation on the board of Crown entities and companies.
- 9 He recently completed a review of the communications and engagement functions of the Wellington City Council. The communications during this incident will form a key part of the review.
- 10 The Chief Executive Officer has provided Mr Tanner with the Terms of Reference and discussed the broad issues with him. He has indicated he is willing to and has the time to undertake the review.
- 11 [REDACTED]

OPTIONS

- 12 While no options are provided, the Council has the option of appointing Mr Tanner, instructing the Chief Executive Officer to find an alternative candidate or appointing their own reviewer.
- 13 Initial discussions with Mr Tanner indicate the review would take 10 to 20 days to complete. A daily rate is to be agreed. Funds exist within the 3 Waters budget.

NEXT STEPS

- 14 If Mr Tanner's appointment is approved, the Chief Executive Officer will advise him of his appointment and take the necessary steps to enable Mr Tanner to complete the review.
- 15 The findings of the review will be reported to Council.

Signatories

Author:	Kim Barnes - Executive Advisor
Authoriser:	Sandy Graham - Chief Executive Officer

Attachments

	Title	Page
 B	 Terms Of Reference	

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Terms of reference for the review of the Dunedin City Council Waikouaiti, Karitane and Hawksbury Village water response

Purpose	This review has been requested by the DCC to look into various matters associated with the delivery of lead in the drinking water of Waikouaiti, Karitane and Hawksbury Village.
Scope	The review will cover the actions of the DCC. It will not consider matters covered by the Ministry of Health response directly but there may be areas of overlap.
Terms of reference	The review will consider the following areas: • When and what information was passed on to relevant DCC staff, elected members, organisations and or authorities – (covers any gaps in passing on relevant information) • Appropriateness and timeliness of actions taken in response to the lead readings – (covers any additional testing, flushing, etc steps taken in response to the learning about the lead) • Review of the external communications and public information provisions following the issue of the 'do not drink' notice • Review of welfare response • Appropriateness and timeliness of how relevant information was disseminated – (to cover off any single point dependencies of information dissemination, etc) • Appropriateness of actions taken in response to the 'do not drink' notice - (to cover off alternate drinking water supply, pipeline replacements, lead meter, investigations, etc) • Assessment of the process undertaken to restore supply • Recommendations for improvements that could be undertaken • Provide advice on any other matters that may be relevant arising from the review.
Report back	The outcome will be publicly reported back to the Council when complete.
Membership of the review panel	An independent reviewer appointed by the Council (to be appointed following the restoration of the water supply).
Support staff	An independent administrator appointed in consultation with the independent reviewer.
Senior responsible officer	Chief Executive Officer