

**I hereby give notice of the following Extraordinary meeting:**

<b>Meeting</b>	Citizens Awards Committee
<b>Date</b>	Friday 12 July 2019
<b>Time</b>	1.00pm
<b>Venue</b>	Mayor's Office, Kaipara District Council Office – 42 Hokianga Road, Dargaville

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## **Open Agenda**

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### **Membership**

Chair: Mayor Jason Smith  
Members: Councillor Victoria del la Varis-Woodcock  
Councillor Jonathan Larsen  
Councillor Andrew Wade

Jason Marris  
**General Manager Governance, Strategy and Democracy**

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## **Extraordinary meeting of Citizens Awards Committee**

### **Friday 12 July 2019 in Dargaville**

#### **1 Opening**

Pursuant to Clause 22(2), Schedule 7 of the Local Government Act 2002, the Mayor has called an Extraordinary meeting of the Citizens Awards Committee.

##### **1.1 Karakia**

##### **1.2 Present**

##### **1.3 Apologies**

##### **1.4 Confirmation of agenda**

The Committee to confirm the Agenda.

##### **1.5 Conflict of interest declaration**

Committee members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Committee Member and any private or other external interest they might have. It is also considered best practice for those members to the Executive Team attending the meeting to also signal any conflicts that they may have with an item before the Committee.



## **2 Minutes**

### **2.1 Confirmation of Citizens Awards Committee minutes 02 October 2019**

**General Manager Governance, Strategy and Democracy**

**1614.03**

#### **Recommended**

*That the Committee notes the unconfirmed minutes of the Citizens Awards Committee meeting held 02 October 2019.*



**Citizens Awards Committee**

<b>Meeting</b>	Citizens Awards Committee (Extraordinary)
<b>Date</b>	Tuesday 02 October 2018
<b>Time</b>	Meeting commenced at 1.00pm Meeting concluded at 1.40pm
<b>Venue</b>	Wairoa Room, Kaipara District Council Offices – 42 Hokianga Road, Dargaville
<b>Status</b>	Unconfirmed

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**Minutes**

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**Membership****Chair:** Mayor Jason Smith**Members:** Councillors Geange, Jones and Joyce-Paki

Staff and Associates:

Community Relationships Manager, Governance Advisor (Minute-taker)

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Unconfirmed



**Minutes of the Extraordinary meeting of the Citizens Awards Committee**  
**Tuesday 02 October 2018, Dargaville**

**1 Present**

Mayor Jason Smith (Chair), Councillors Julie Geange, Libby Jones and Karen Joyce-Paki

**In Attendance**

Name	Designation	Item(s)
Darlene Lang	Community Relationships Manager	All
Lisa Hong	Governance Advisor	All (Minute-taker)

**2 Apologies**

Nil.

**3 Confirmation of Agenda**

Moved     Joyce-Paki/Jones

That the Committee confirm the Agenda.

Carried

**4 Conflict of Interest Declaration**

Name	Conflict
Councillor Karen Joyce-Paki	Item 6.1 'Citizens Awards Nominations 2018' – Councillor Joyce-Paki declared conflict of interest as one of the nominees is a close personal friend, and did not participate in the discussion for this nomination.

## 5 Minutes

### 5.1 Citizens Awards Committee minutes 18 August 2017

**Democratic Services Advisor**                      **1614.02**

[Secretarial Note: The Committee noted a typographical error in the agenda: the agenda incorrectly stated that the meeting was held on '18 August 2018'. This was corrected to '18 August 2017' in these minutes. The Committee also requested that the heading of this section be changed from 'Confirmation of Minutes' to 'Minutes' to emphasise that this Committee, with an entirely different membership, is only receiving rather than confirming the 18 August 2017 minutes.]

**Moved**            **Smith/Joyce-Paki**

*That the unconfirmed minutes of the Citizens Awards Committee meeting held 18 August 2017 be received.*

**Carried**

Unconfirmed

## 6 Public Excluded minute items 02 October 2018

The meeting went into Public Excluded session at 1.06pm.

**Moved Jones/Joyce-Paki**

*That the public be excluded from the following part of the proceedings of this meeting, namely:*

- *Citizens Awards Nominations 2018.*

*The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act, 1987 for the passing of this resolution are as follows:*

<b>General subject of each matter to be considered:</b>	<b>Reason for passing this Resolution</b>	<b>Ground(s) under Section 48(1) for the passing this resolution:</b>
<i>Citizens Awards Nominations 2018</i>	<i>Section 7(2)(a) enables any local authority to protect the privacy of natural persons, including that of deceased natural persons</i>	<i>Section 48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>

**Carried**

**Public Excluded minutes of Citizens Awards Committee meeting 02 October 2018, Dargaville****6.1 Citizens Awards Nominations 2018****Community Funding Co-ordinator**                      **2120.01.03**

[Secretarial Note: Councillor Joyce-Paki declared conflict of interest as Norma Ker is a close personal friend, and she did not participate in the discussion for this nomination.]

**Moved**      **Smith/Geange**

*That the Citizens Awards Committee:*

- 1      *Receives the Community Funding Co-ordinators report 'Citizens Awards Nominations 2018' dated 18 September 2018; and attachment 1,2 and 3; and*
- 2      *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3      *Awards Citizens Awards for 2018 to Christine Bygrave, Terri Donaldson, Bryce and Noelene Gatehouse, Norma Ker and Haki Wihongi; and*
- 4      *Agrees that the resolutions made by the Citizens Awards Committee on 02 October 2018 be made publicly available once all parties have been informed and announcements made.*

**Carried****Moved**      **Smith/Geange**

*That the meeting resumes in Open meeting.*

**Carried**

**Closure**

The meeting returned to Open session at 1.40pm.

Meeting closed at 1.41pm.

Confirmed .....

Chair .....

Kaipara District Council  
Dargaville

Unconfirmed



### 3 Public Excluded agenda items 26 June 2019

#### Recommended

*That the public be excluded from the following part of the proceedings of this meeting namely:*

- *Citizens Awards Nominations 2019;*

*The general subject matter of each matter to be considered while the public is excluded, the reasons for passing this resolution in relation to each matter and the specific grounds under s48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:*

<b>General subject of each matter to be considered:</b>	<b>Reason for passing this Resolution</b>	<b>Ground(s) under Section 48(1) for the passing this resolution:</b>
<i>Citizens Awards Nominations 2019</i>	<i>Section 7(2)(a) enables any local authority to protect the privacy of natural persons, including that of deceased natural persons</i>	<i>S48(1) (a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist.</i>

## **Closure**

**Kaipara District Council  
Dargaville**