

Selection Report – Scotland Island Water and Wastewater Commercial Feasibility Study Working Group

INTRODUCTION

Council is undertaking a commercial feasibility study for the provision of water and sewerage services to Scotland Island. A Working Group made up of ten members is to be established to assist with this study. Terms of Reference have been established for the Working Group which set out the range of stakeholders to be represented on the group and the procedures to follow in selecting members. This report outlines the selection process that was followed and identifies the members of the working group.

SELECTION PANEL

The selection panel consisted of Tracey Bennett, Manager Governance and Sue Jacobs, Senior Environmental Officer. The members of the panel have had no contact with any of the nominees.

SELECTION PROTOCOLS

The Terms of Reference provide for ten members as follows:

- three local community representatives selected from applicants who submit expressions of interest. An effort will be made to ensure the three representatives have varied geographic locations on the island, and ideally varied demographics (eg. age). Where two or more nominees appear similar, one will be randomly selected to take part in the group; however, if only three people from Scotland Island nominate, all three will be accepted.
- one representative each for:
 - businesses operating from Scotland Island,
 - local accommodation providers,
 - Bushcare/environment,
 - Rural Fire Service, and
 - the Kindergarten.
- one representative of Scotland Island Residents Association (SIRA).
- one representative of Scotland Island Pipeline Company (SIPCO).

No nominations were received from the kindergarten. To achieve ten members on the group it was decided in consultation with the Project Manager and the Manager Coast and Waterways to appoint an additional local community representative, making a total of four local community representatives instead of three.

Two nominations were received for accommodation providers. However one of these was also the representative for SIPCO so he was selected as the SIPCO representative and the other nominee was selected as the representative for accommodation providers.

Two nominations were received from the Rural Fire Service. The RFS nominated one of them (TRIM: 2018/358938).

Only one nomination was received for the following groups, meaning that they were automatically selected:

- Bushcare / environment
- SIRA
- SIPCO

As there were more nominations than available positions for local community representatives and businesses operating from Scotland Island, these members were selected randomly as outlined in the Terms of Reference. The random selection tool 'Random.org' was used to arrange the list of nominees in a random order. Names were selected from the top of the list. Reserves were selected from the same lists, starting with the first available name and working downwards. If any of the selected representatives leave the working group, reserves will be contacted to replace them.

Business Representative

Some nominations for the business representative also nominated as community representatives. Therefore the random draw for businesses was carried out first, so that those who had also nominated as a community representative could be added to that list if unsuccessful in this draw.

Local Community Representative

There were 13 people who nominated as local community representatives, as well as an additional two who were unsuccessful as the business representative and one who was not the preferred RFS representative but who had also nominated as local community representatives. This made a total of 16 people in the draw for the 4 positions.

The Terms of Reference state that an effort will be made to ensure the representatives have varied geographic locations on the island, and ideally varied demographics (eg age). None of the nominations provided information on age or any other demographic characteristic. However they all provided a street address so a map was produced showing location of each nomination, coded according to the group they wished to represent first. The island was divided into four quadrants with approximately similar number of nominations in each quadrant. The nominations were separated according to which quadrant they lived in, and then one representative was selected from each quadrant using the random selection tool.

Details of the selection process including screen shots of the results of the random selection tool can be found here [TRIM: 2018/356375](#).

RESULTS

The members of the working group are as follows:

GROUP	NAME	SELECTION METHOD
Community – Region 1	Steve Blackwood	Random
Community – Region 2	Fabienne D'Hautefeuille	Random
Community – Region 3	Cass Gye	Random
Community – Region 4	Steve Yorke	Random
Business	Cameron Nichol	Random
Accommodation provider	John Cave	Protocol decision
Bushcare / environment	Jenny Cullen	Single nominee
Rural Fire Service	Graeme Crayford	RFS endorsement
Scotland Island Residents Association	Colin Haskell	Single nominee
Scotland Island Pipeline Company	Peter Heffernan	Single nominee

The reserves for the working group are as follows:

GROUP	NAME – 1st reserve	NAME – 2nd reserve	NAME – 3rd reserve
Community – Region 1	Alexandra Brandt	Tom Huolohan	Emmie Collins
Community – Region 2	Colin Bradbury	John Marshall	-
Community – Region 3	Stephen Polard	Mark Baike	Marie Minslow
Community – Region 4	Kim Dearn	Steven Speter	Judy Readman
Business	John Nichol	Mark Visser	-

SIGNATURES

Name: Tracey Bennett

Role: Chair

Sign: 

Date: 18/6/18

Name: Sue Jacobs

Role: Member

Sign: Sue Jacobs

Date: 20.6.18