



AGENDA

Ordinary meeting of the

Chief Executive Employment Committee

**Monday 22 February 2016
Commencing at 1.00pm
Ruma Ana, Level 2B
Civic House
110 Trafalgar Street, Nelson**

Membership: Her Worship the Mayor Rachel Reese (Chairperson), Councillors Luke Acland and Paul Matheson (Deputy Mayor)

Guidelines for councillors attending the meeting, who are not members of the Committee, as set out in Standing Orders:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings (SO 2.12.2)
- At the discretion of the Chair, councillors who are not Committee members may speak, or ask questions about a matter.
- Only Committee members may vote on any matter before the Committee (SO 3.14.1)

It is good practice for both Committee members and non-Committee members to declare any interests in items on the agenda. They should withdraw from the room for discussion and voting on any of these items.

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1. Apologies

Nil

2. Confirmation of Order of Business

3. Interests

3.1 Updates to the Interests Register

3.2 Identify any conflicts of interest in the agenda

4. Public Forum

5. Confirmation of Minutes

5.1 10 November 2015

6 - 10

Document number M1586

Recommendation

THAT the minutes of the meeting of the Chief Executive Employment Committee, held on 10 November 2015, be confirmed as a true and correct record.

PUBLIC EXCLUDED BUSINESS

6. Exclusion of the Public

Recommendation

THAT, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, External Adviser, Paul Bell remain after the public has been excluded, for Items 2 and 3 of the Public Excluded agenda (Chief Executive's Performance Report – Half year Update and the Chief Executive Performance/Remuneration Review Process and

Timeline 2015-2016), as he has knowledge that will assist the Council;

AND THAT, in accordance with section 48(6) of the Local Government Official Information and Meetings Act 1987, the knowledge that External Adviser, Paul Bell possesses relates to the Chief Executive's Performance and Remuneration.

Recommendation

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Chief Executive Employment Committee Meeting Minutes - Public Excluded - 10 November 2015	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person. • Section 7(2)(c)(i) To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied.

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
2	Chief Executive's Performance Report - half year update	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person
3	Chief Executive Performance / Remuneration Review Process and Timeline 2015-2016	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person

7. Re-admittance of the public

Recommendation

THAT the public be re-admitted to the meeting.

Minutes of a meeting of the Chief Executive Employment Committee

Held in Ruma Ana, Level 2B, Civic House, 110 Trafalgar Street, Nelson

On Tuesday 10 November 2015, commencing at 3.03pm

Present: Her Worship the Mayor R Reese (Chairperson), and Councillor P Matheson (Deputy Mayor)

In Attendance: External Adviser to the Chief Executive Employment Committee (P Bell), Chief Executive (C Hadley), and Administration Adviser (G Brown)

Apology: Councillor L Acland

1. Apologies

Resolved CEE/2015/021

THAT an apology be received and accepted from Councillor Acland.

Her Worship the Mayor/Matheson

Carried

2. Confirmation of Order of Business

There was no change to the order of business.

3. Interests

There were no updates to the Interests Register, and no interests with items on the agenda were declared.

4. Public Forum

There was no public forum.

5. Confirmation of Minutes

5.1 14 September 2015

Document number M1471, agenda pages 7 - 10 refer.

Resolved CEE/2015/022

THAT the minutes of the meeting of the Chief Executive Employment Committee, held on 14 September 2015, be confirmed as a true and correct record.

Her Worship the Mayor/Matheson

Carried

6. Discussion on Meeting Dates for 2016

Document number A1435804

Manager Administration, Penny Langley, joined the meeting.

A document was tabled (A1435804) regarding proposed 2016 dates for the Chief Executive Employment Committee.

It was discussed that further conversations were required in relation to the 2016 dates before they were considered by Council on 19 November.

It was highlighted the intention was to complete the Chief Executive Remuneration review before the 2016 election.

Resolved CEE/2015/023

THAT the proposed Chief Executive Employment Committee dates 2016 (A1435804) be received.

Her Worship the Mayor/Matheson

Carried

Attachments

- 1 A1435804 - Tabled Document - Chief Executive Employment Committee 2016 dates

7. Exclusion of the Public

Resolved CEE/2015/024

THAT, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, Paul Bell remain after the public has been excluded, for Items 3-6 of the Public Excluded agenda (Performance Assessment 2014/15, Remuneration Review 2014/15, Risk Management KPI and Staff Statistics Quarterly Report), as he has knowledge that will assist the Committee;

AND THAT, in accordance with section 48(6) of the Local Government Official Information and

Meetings Act 1987, the knowledge that Paul Bell possesses relates to the Chief Executive's performance, remuneration and development, which is relevant to the Chief Executive Employment Committee.

Her Worship the Mayor/Matheson

Carried

Resolved CEE/2015/025

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Her Worship the Mayor/Matheson

Carried

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
1	Chief Executive Employment Committee Meeting Minutes - Public Excluded - 14 September 2015	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7.	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person.
2	Chairperson's Report	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person
3	Chief Executive Performance Assessment 2014/15	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		good reason exists under section 7	
4	Chief Executive Remuneration Review 2014/15	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person
5	Risk Management KPI	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person
6	Staff Statistics - Quarterly Report for the Quarters ending 30 June 2015 and 30 September 2015	Section 48(1)(a) The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(c)(i) To protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied

The meeting went into public excluded session at 3.15pm and resumed in public session at 4.43pm.

8. Re-admittance of the Public

Resolved CEE/2015/026

THAT the public be re-admitted to the meeting.

Her Worship the Mayor/Matheson

Carried

There being no further business the meeting ended at 4.43pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date