
Minutes of a meeting of the Chief Executive Employment Committee

Held in Ruma Mārama, Civic House, 110 Trafalgar Street, Nelson

On Tuesday 16 August 2016, commencing at 2.07pm

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

In Attendance: Manager People and Capability (S Vincent), Administration Adviser (L Halsall), and External Adviser (P Bell)

1. Apologies

There were no apologies.

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 1 August 2016

Document number M2051, agenda pages 6 - 9 refer.

Resolved CEE/2016/032

THAT the minutes of the meeting of the Chief Executive Employment Committee, held on 1 August 2016, be confirmed as a true and correct record.

Her Worship the Mayor/Acland

Carried

6. Utilisation of Report It Now and employee assistance services (2013-2016 financial years)

Document number R6425, agenda pages 10 - 11 refer.

Stephanie Vincent, Manager People and Capability, presented the report.

Ms Vincent advised that Report It Now was essentially a hotline available to employees for whistle-blowing and to date had not been utilised. She said consideration was being given to the possibility of extending the hotline's scope to allow members of public to report suspected corrupt and/or unethical behaviour.

Ms Vincent said the number of employees using the employee assistance service was one indicator of the health of an organisation.

Mr Bell advised that in addition to staff accessing the employee assistance service, an indicator of organisational health was staff turnover and information gleaned at exit interviews.

It was noted that Ms Vincent would discuss reporting options with the main provider of Council's employee assistance service.

In response to questions about Report It Now, Ms Vincent advised she was not surprised that it had not been utilised because whistleblowing rarely occurred, and that signals of issues were more usually made apparent via exit interviews and employee assistance services.

Concern was raised regarding alerts when Report It Now was used coming in-house; it was suggested that it would be better managed by the external provider.

It was noted that the Committee requested quarterly reports in relation to the employee assistance service and Report It Now.

Resolved CEE/2016/033

Receive the report Utilisation of Report It Now and employee assistance services (2013-2016 financial years).

Acland/Matheson

Carried

7. Exclusion of the Public

Her Worship the Mayor advised that Paul Bell, of Intepeople, would be in attendance for the Public Excluded agenda to answer questions and, accordingly, the following resolution was required to be passed:

Resolved CEE/2016/034

THAT, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, Paul Bell remains after the public has been excluded, for the Public Excluded

agenda, 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 Paul Bell possesses relates to the Chief Executive's performance, remuneration and development.

Acland/Matheson

Carried

Resolved CEE/2016/035

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:

Acland/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 - Public Excluded Minutes - 1 August 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)(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. • Section 7(2)(a) To protect the privacy of natural persons,

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			including that of a deceased person.
2	Performance Review Report - CE's Comments	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 2015/16	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
4	Chief Executive Remuneration Review 2015/16	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

The meeting went into public excluded session at 2.25pm and resumed in public session at 2.37pm.

8. Re-admittance of the Public

Resolved CEE/2016/036

THAT the public be re-admitted to the meeting.

Her Worship the Mayor/Matheson

Carried

There being no further business the meeting ended at 2.39pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date