
Minutes of a meeting of the Chief Executive Employment Committee**Held in Ruma Ana, Civic House, 110 Trafalgar Street, Nelson****On Friday 2 December 2016, commencing at 12.07pm**

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

In Attendance: External Adviser (P Bell), Chief Executive (C Hadley), Manager People and Capability (S Vincent), and Administration Adviser (E-J Ruthven)

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. Utilisation of Report It Now and Workplace Support to 30 September 2016

Document number R6842, agenda pages 6 - 8 refer.

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

Ms Vincent answered questions relating to Council's Workplace Support service, and the Report It Now phone line, and confirmed that the two services were independent of each other. She explained further the

channels through which employees might seek assistance or support, including raising matters through the People and Capability Team.

The Chief Executive, Clare Hadley, and Ms Vincent answered questions relating to how information regarding indicators of staff wellness and general organisational health were collected.

The Committee requested that the report to the next meeting also include information regarding the development of an internal Grievance Register and changes to the Exit Interview process, to assist with providing a full picture of organisational health.

Resolved CEE/2016/040

That the Committee

Receives the report Utilisation of Report It Now and Workplace Support to 30 September 2016 (R6842).

Her Worship the Mayor/Dahlberg

Carried

5. Exclusion of the Public

It was noted that the Committee's external adviser, Paul Bell, would be in attendance for the public excluded agenda, and a procedural resolution was required to be passed.

Resolved CEE/2016/041

That the Committee

Confirms, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, that Paul Bell remain after the public has been excluded, for the Public Excluded agenda, as he has knowledge that will assist the Committee;

Notes, in accordance with section 48(6) of the Local Government Official Information and Meetings Act 1987, that the knowledge that Paul Bell possesses relates to the Chief Executive's performance, remuneration and development.

Her Worship the Mayor/Acland

Carried

Resolved CEE/2016/042

That the Committee

Excludes the public 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/Acland

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's Contract	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	Feedback from OAG on oversight of Local Authorities (Members' Interests) Act 1968	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	Staff statistics for quarter ending 30 September 2016 and Chief Executive's Safe Work Observations	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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			in the public interest that such information should continue to be supplied
4	Value of vehicle component of Chief Executive's remuneration	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	Chief Executive's Performance Report - First Quarter 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
6	Complaint from Shaun Fahey	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 12.29pm and resumed in public session at 1.52pm.

6. Re-admittance of the Public

Resolved CEE/2016/043

That the Committee

Re-admits the public to the meeting.

Her Worship the Mayor/Matheson

Carried

There being no further business the meeting ended at 1.52pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date