



AGENDA

Ordinary meeting of the

Chief Executive Employment Committee

**Tuesday 16 May 2017
Commencing at 2.00pm
Ruma Ana
Civic House
110 Trafalgar Street, Nelson**

Membership: Her Worship the Mayor Rachel Reese (Chairperson), Councillors Luke Acland, Bill Dahlberg 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.

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 28 February 2017

7 - 13

Document number M2368

Recommendation

That the Committee

Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 28 February 2017, as a true and correct record.

5.2 Extraordinary Meeting - 21 April 2017

14 - 16

Document number M2516

Recommendation

That the Committee

Confirms the minutes of the extraordinary meeting of the Chief Executive Employment Committee, held on 21 April 2017, as a true and correct record.

PUBLIC EXCLUDED BUSINESS

6. Exclusion of the Public

Recommendation

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.

Recommendation

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:

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 - 28 February 2017	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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			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.
2	Extraordinary Chief Executive Employment Committee Meeting - Public Excluded Minutes - 21 April 2017	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	People Metrics for quarter ending 31 March 2017 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 in the public interest that such information should continue to be supplied
5	Chief Executive's Performance	Section 48(1)(a)	The withholding of the information is necessary:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
	Report - Third Quarter Update	The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	<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 Committee

Re-admits the public to the meeting.

Minutes of a meeting of the Chief Executive Employment Committee

Held in Ruma Mārama, Floor 2A, Civic House, 110 Trafalgar Street, Nelson

On Tuesday 28 February 2017, commencing at 2.05pm

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

In Attendance: Councillors M Courtney, B McGurk, G Noonan, M Rutledge and S Walker; Chief Executive (C Hadley), Manager People and Capability (S Vincent), Team Leader Administration Advisers (R Byrne) and External Adviser (P Bell)

1. Apologies

There were no apologies

2. Confirmation of Order of Business

The Chair advised that Shaun Fahey had withdrawn his request to speak.

3. Interests

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

4. Public Forum

Dan McGuire, representing Nelson Greypower.

Mr McGuire tabled a document outlining the concerns Nelson Greypower had in relation to the Chief Executive's contract.

Attachments

1 A1722169 Nelson Greypower Public Forum speech 28Feb2017

5. Confirmation of Minutes

5.1 2 December 2016

Document number M2251, agenda pages 7 - 11 refer.

Resolved CEE/2017/001

That the Committee

Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 2 December 2016 as a true and correct record.

Dahlberg/Her Worship the Mayor

Carried

6. Recruitment Process for Chief Executive

Document number R7219, agenda pages 12 - 16 refer.

The Chief Executive, Clare Hadley presented the report.

The Committee discussed the establishment of a Recruitment Subcommittee and Iwi representation through the recruitment process.

The Committee discussed the importance of having diversity of thought through the recruitment process and asked that the Chief Executive request information from the General Manager Māori on Iwi participation in the recruitment process, to be available to Council in time for its meeting on 23 March 2017.

Resolved CEE/2017/003

That the Committee

Receives the report Recruitment Process for Chief Executive (R7219) and its attachment (A1717279); and

Notes the need for a recruitment process for a Chief Executive in 2017, as the current Chief Executive's contract comes to an end in December 2017.

Matheson/Dahlberg

Carried

Recommendation to Council CEE/2017/004

That the Council

Creates a Chief Executive Recruitment

Subcommittee, comprising the Mayor, Deputy Mayor, Cr Acland, Cr Dahlberg and Cr Noonan, and

Delegates authority to the Chief Executive to prepare a Request for Proposal for Recruitment Services, to be approved by the Mayor and Deputy Mayor, and to be responded to no later than 30 April 2017; and

Delegates authority to the Chief Executive Recruitment Subcommittee to select a tenderer at its meeting on 16 May 2017.

Matheson/Dahlberg

Carried

7. 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/2017/005

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; and

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/Dahlberg

Carried

Resolved CEE/2017/006

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/Dahlberg

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 - 2 December 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.
2	Chief Executive's Performance Report - Second 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
3	People Metrics for quarter ending 31 December 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 in the public interest that such information should continue to be supplied
4	Value of vehicle component of Chief Executive's	Section 48(1)(a) The public conduct of	The withholding of the information is necessary: <ul style="list-style-type: none"> • Section 7(2)(a)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
	remuneration	this matter would be likely to result in disclosure of information for which good reason exists under section 7	To protect the privacy of natural persons, including that of a deceased person
5	Contracts and Local Authorities (Members' Interests) Act	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 3.05pm and resumed in public session at 4.20pm.

8. Re-admittance of the Public

Resolved CEE/2017/007

That the Committee

Re-admit the public to the meeting.

Matheson/Dahlberg

Carried

9. Adjournment of Meeting

Resolved CEE/2017/008

That the Committee

Adjourn the meeting until 8.30am, Thursday 9 March in Ruma Marama, Civic House.

Her Worship the Mayor/Matheson

Carried

The meeting adjourned at 4.20pm.

Minutes of a reconvened meeting of the Chief Executive Employment Committee

Held in Ruma Mārama, Floor 2A, Civic House, 110 Trafalgar Street, Nelson

On Thursday 9 March 2017, commencing at 8.30am

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

In Attendance: Councillors I Barker, M Courtney and S Walker; Chief Executive (C Hadley), Team Leader Administration Advisers (R Byrne) and External Adviser (P Bell)

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/2017/009

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; and

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.

Matheson/Dahlberg

Carried

Resolved CEE/2017/010

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:

Matheson/Dahlberg

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)
5	Contracts and Local Authorities (Members' Interests) Act	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 8.30am and resumed in public session at 9.00am.

10. Re-admittance of the Public

Resolved CEE/2017/011

That the Committee

Re-admit the public to the meeting.

Her Worship the Mayor/Matheson

Carried

There being no further business the meeting ended at 9.00am.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

**Minutes of an extraordinary meeting of the Chief Executive
Employment Committee**

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

On Friday 21 April 2017, commencing at 8.34am

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

In Attendance: Councillors M Courtney and S Walker, Chief Executive (C Hadley), Team Leader Administration Advisers (R Byrne) and External Adviser (P Bell)

Apologies: Nil

1. Apologies

No apologies were received.

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 on the agenda were declared.

4. Public Forum

There was no Public Forum.

5. Exclusion of the Public

It was noted that Paul Bell would be in attendance for the items on the Public Excluded agenda to answer questions and, accordingly, the following resolution was required to be passed:

Resolved CEE/2017/011

That the Committee

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

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.

Dahlberg/Matheson

Carried

Resolved CEE/2017/012

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:

Dahlberg/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 Performance Review	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	Draft Terms of Reference for	Section 48(1)(a)	The withholding of the information is necessary:

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
	Review - Contracts and Local Authorities (Members' Interests) Act	The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7	<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 8.38am and resumed in public session at 9.52am.

6. Re-admittance of the Public

Resolved CEE/2017/013

That the Committee

Re-admits the public to the meeting.

Her Worship the Mayor/Acland

Carried

There being no further business the meeting ended at 9.53am.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date