



# AGENDA

**Ordinary meeting of the**

**Chief Executive Employment Committee**

**Friday 8 September 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 Order 12.1:

- All councillors, whether or not they are members of the Committee, may attend Committee meetings
- 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

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**

1.1 Apologies have been received from Councillors Acland and Matheson

**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 Extraordinary Meeting - 8 May 2017 **8 - 10**

Document number M2561

Recommendation

***That the Committee***

***Confirms the minutes of an extraordinary meeting of the Chief Executive Employment Committee, held on 8 May 2017, as a true and correct record.***

5.2 16 May 2017 **11 - 15**

Document number M2579

Recommendation

***That the Committee***

***Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 16 May 2017, as a true and correct record.***

Document number M2672

Recommendation

***That the Committee***

***Confirms the minutes of the extraordinary meeting of the Chief Executive Employment Committee, held on 13 June 2017, as a true and correct record.***

## **6. Chairperson's Report**

### **PUBLIC EXCLUDED BUSINESS**

## **7. 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 Acting Chief Executive's performance.***

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.	<b>Extraordinary Chief Executive Employment Committee Meeting - Public Excluded Minutes - 8 May 2017</b>	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: Section 7(2)(a) <ul style="list-style-type: none"> <li>To protect the privacy of natural persons, including that of a deceased person.</li> </ul>
2.	<b>Chief Executive Employment Committee Meeting - Public Excluded Minutes - 16 May 2017</b>	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"> <li>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.</li> <li>Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person.</li> </ul>
3.	<b>Extraordinary Chief Executive Employment Committee Meeting - Public Excluded Minutes - 13 June 2017</b>	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"> <li>Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person.</li> <li>Section 7(2)(i) To enable the local authority to carry on, without prejudice or disadvantage, negotiations (including</li> </ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			commercial and industrial negotiations).
4.	<b>People Metrics for quarter ending 30 June 2017</b>	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"> <li>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</li> </ul>
5.	<b>Staff Survey - Summary of Findings</b>	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"> <li>Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person</li> </ul>
6.	<b>Acting Chief Executive Report to 31 August 2017</b>	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"> <li>Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person</li> </ul>

**8. Re-admittance of the public**

Recommendation

***That the Committee***

***Re-admits the public to the meeting.***

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

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

**On Monday 8 May 2017, commencing at 1.38pm**

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

In Attendance: External Adviser (P Bell) and Manager Administration  
(P Langley)

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/2017/017

***That the Committee***

***Confirms, 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 Item 1 of the Public Excluded agenda (item title), 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, the knowledge that Paul Bell possesses relates to the Chief Executive's performance, remuneration and development.***

Matheson/Her Worship the Mayor

Carried

Resolved CEE/2017/019

***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/Her Worship the Mayor

Carried

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>Chief Executive's Employment Contract</b>	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"><li>• Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person</li></ul>

The meeting went into public excluded session at 1.39pm and resumed in public session at 3.04pm.

**6. Re-admittance of the Public**

Resolved CEE/2017/020

***That the Committee***

***Re-admits the public to the meeting.***

Matheson/Her Worship the Mayor

Carried

There being no further business the meeting ended at 3.05pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

**Minutes of a meeting of the Chief Executive Employment Committee**

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

**On Tuesday 16 May 2017, commencing at 2.05pm**

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

In Attendance: Councillors B McGurk and S Walker, Manager People and Capability (S Vincent), Team Leader Administration Advisers (R Byrne) and External Adviser (P Bell)

**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 with items on the agenda were declared.

**4. Public Forum**

There was no public forum.

**5. Confirmation of Minutes**

5.1 28 February 2017

Document number M2368, agenda pages 7 - 13 refer.

Resolved CEE/2017/022

***That the Chief Executive Employment Committee***

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

Her Worship the Mayor/Acland

Carried

5.2 21 April 2017 - Extraordinary Meeting

Document number M2516, agenda pages 14 - 16 refer.

Resolved CEE/2017/023

***That the Chief Executive Employment 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.***

Her Worship the Mayor/Dahlberg

Carried

**6. Exclusion of the Public**

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

Resolved CEE/2017/024

***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/Dahlberg

Carried

Resolved CEE/2017/025

***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	<b>Chief Executive Employment Committee Meeting - Public Excluded Minutes - 28 February 2017</b>	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"> <li>• Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person.</li> <li>• 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.</li> </ul>
2	<b>Extraordinary Chief Executive</b>	Section 48(1)(a)	The withholding of the information is necessary:

Extraordinary Chief Executive Employment Committee Minutes - 16 May 2017

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
	<b>Employment Committee Meeting - Public Excluded Minutes - 21 April 2017</b>	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"> <li>Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person.</li> </ul>
<b>3</b>	<b>People Metrics for quarter ending 31 March 2017 and Chief Executive's Safe Work Observations</b>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>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</li> </ul>
<b>4</b>	<b>Chief Executive's Performance Report - Third Quarter Update</b>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of information for which good reason exists under section 7</p>	<p>The withholding of the information is necessary:</p> <ul style="list-style-type: none"> <li>Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person</li> </ul>

The meeting went into public excluded session at 2.12pm and resumed in public session at 2.41pm.

**7. Re-admittance of the Public**

Resolved CEE/2017/026

***That the Committee***

***Re-admits the public to the meeting.***

Her Worship the Mayor/Dahlberg

Carried

There being no further business the meeting ended at 2.41 pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

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

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

**On Tuesday 13 June 2017, commencing at 3.30pm**

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

In Attendance: Councillor S Walker, Team Leader Administration Advisers (R  
Byrne) and External Advisor (P Bell).

Apology: Councillor Acland

**1. Apologies**

Resolved CEE/2017/031

***That the Committee***

***Receives and accepts an apology from Councillor  
Acland.***

Her Worship the Mayor/Matheson

Carried

**2. Confirmation of Order of Business**

There were no changes 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. Exclusion of the Public**

Paul Bell, of Intepeople, will be in attendance for Item 1 of the Public  
Excluded agenda to answer questions and, accordingly, the following  
resolution is required to be passed:



Resolved CEE/2017/032

***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 appointment of an Acting Chief Executive.***

Dahlberg/Matheson

Carried

Resolved CEE/2017/033

***That the Subcommittee/Committee/Council***

***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

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Particular interests protected (where applicable)</b>
<b>1</b>	<b>Recommendation on Acting Chief Executive</b>	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"><li>• Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person</li><li>• Section 7(2)(i) To enable the local authority to carry on,</li></ul>

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

The meeting went into public excluded session at 3.31pm and resumed in public session at 4.03pm.

**5. Re-admittance of the Public**

Resolved CEE/2017/034

***That the Committee***

***Re-admits the public to the meeting.***

Matheson/Her Worship the Mayor

Carried

There being no further business the meeting ended at 4.04pm.

Confirmed as a correct record of proceedings:

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date