



AGENDA

Ordinary meeting of the

Chief Executive Employment Committee

**Friday 27 October 2017
Commencing at 10.00am
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

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 8 September 2017

7 - 12

Document number M2898

Recommendation

That the Chief Executive Employment Committee

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

6. Chairperson's Report

13 - 13

Document number R8648

Recommendation

That the Chief Executive Employment Committee

Receives the Chairperson's Report (R8648).

PUBLIC EXCLUDED BUSINESS

7. Exclusion of the Public

Recommendation

That the Chief Executive Employment 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 Chief Executive Employment 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 - 8 September 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)

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			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
1.	Acting Chief Executive 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
2.	People Metrics for quarter ending 30 September 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)(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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			such information should continue to be supplied

8. Re-admittance of the public

Recommendation

That the Chief Executive Employment Committee

Re-admits the public to the meeting.

Minutes of a meeting of the Chief Executive Employment Committee

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

On Friday 8 September 2017, commencing at 2.00pm

Present: Her Worship the Mayor R Reese (Chairperson) and Councillor B Dahlberg

In Attendance: Councillor S Walker, Acting Chief Executive (D Hammond), Manager People and Capability (S Vincent), Team Leader Governance (R Byrne) and External Consultant (P Bell)

Apologies: Councillors Luke Acland and Paul Matheson

1. Apologies

Resolved CEE/2017/036

That the Committee

Receives and accepts the apologies from Councillors Acland and Matheson.

Her Worship the Mayor/Dahlberg

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

8 May 2017 – Extraordinary Meeting

Document number M2561, agenda pages 8 - 10 refer.

Resolved CEE/2017/037

That the Committee

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

Dahlberg/Her Worship the Mayor

Carried

16 May 2017

Document number M2579, agenda pages 11 - 15 refer.

Resolved CEE/2017/038

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.

Dahlberg/Her Worship the Mayor

Carried

13 June 2017 - Extraordinary Meeting

Document number M2672, agenda pages 16 - 18 refer.

Resolved CEE/2017/039

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.

Her Worship the Mayor/Dahlberg

Carried

6. Chairperson's Report

The Chair gave a verbal report and acknowledged the smooth transition the Acting Chief Executive had made in a high pressure Council cycle.

7. Exclusion of the Public

Paul Bell of Intepeople was in attendance for items of the Public Excluded agenda to answer questions and, accordingly, the following resolution was required to be passed:

Resolved CEE/2017/040

That the Committee

Confirms, in accordance with section 48(5) of the Local Government Official Information and Meetings Act 1987, that Paul Bell of Intepeople 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.

Her Worship the Mayor/Dahlberg

Carried

Resolved CEE/2017/041

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.	Extraordinary Chief Executive Employment Committee Meeting - Public Excluded Minutes - 8 May 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.
2.	Chief Executive Employment Committee Meeting - Public Excluded Minutes - 16 May 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)(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, including that of a deceased person.
3.	Extraordinary Chief Executive Employment Committee Meeting - Public Excluded Minutes - 13 June 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)(i) To enable the local authority to carry on, without prejudice or disadvantage,

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			negotiations (including commercial and industrial negotiations).
4.	People Metrics for quarter ending 30 June 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)(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.	Staff Survey - Summary of Findings	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.	Acting Chief Executive Report to 31 August 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

The meeting went into public excluded session at 2.10pm and resumed in public session at 3.35pm.

8. Re-admittance of the Public

Resolved CEE/2017/042

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 3.35pm.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date

Chairperson's Report

1. Purpose of Report

- 1.1 To provide an update on matters related to the Chief Executive Employment Committee.

2. Recommendation

That the Chief Executive Employment Committee

Receives the Chairperson's Report (R8648).

3. Discussion

Chief Executive's transition period

- 3.1 The Council has been operating since late June 2017 with an Acting Chief Executive, Mr David Hammond, while the recruitment and the appointment process for a new Chief Executive was undertaken. Mr Pat Dougherty has been appointed to the Chief Executive's position and he will commence in early December 2017.
- 3.2 From my perspective as Mayor, the transition process has been operating extremely effectively supported by Mr Hammond, senior staff, the Deputy Mayor and councillors. I want to thank everyone for their proactive and positive support during what has been an extremely busy period.
- 3.3 Mr Hammond has been working closely with me on how we achieve an effective operating team across council (both governance and management) and importantly how we strengthen connections with our community. Some of this work has already been implemented and by example the Chief Executive is now actively engaging in Talking Heads and will meet with the Regional Intersectoral Forum in November. Other areas including the reorganisation of committee structures may be best left to implement after Mr Dougherty has commenced in the role to align appropriate staff resourcing.
- 3.4 The next transition will occur in the handover from Mr Hammond to Mr Dougherty in early December. We are in the process of finalising an

Item 6: Chairperson's Report

approach and will endeavour to provide a verbal update at the meeting.

- 3.5 I believe we are now well positioned to move into a productive 2018 with opportunities for success better understood and achievable. Mr Hammond's contribution to this outcome has been critical.

Local Government Excellence Programme

- 3.6 Nelson City Council has received a Council Mark BB rating from the independent assessment Board. Areas of competency and areas for improvement have been highlighted. The Board will soon be seeking registrations for reassessments. I will be encouraging our Council to register.
- 3.7 The Chief Executive Employment Committee may wish to consider aspects of the assessment when setting future KPIs for the Chief Executive. The Committee may wish to make an improved rating a KPI matter for the Chief Executive. I have provided a copy of the report to Mr Paul Bell so we can provide some advice in this regard to a future meeting of the Committee.

Rachel Reese
Mayor of Nelson

Attachments

Nil