

**Notice of the ordinary meeting of**

# **Chief Executive Employment Committee**

## ***Kōmiti Taimahi o te Tumu Whakarae***

Date:	Tuesday 25 May 2021
Time:	2.00p.m.
Location:	Rūma Whakatū Level 2, Civic House 110 Trafalgar Street, Nelson

## **Agenda**

### ***Rārangi take***

<b>Chair</b>	Her Worship the Mayor Rachel Reese
<b>Deputy Chair</b>	Cr Judene Edgar
<b>Members</b>	Cr Gaile Noonan Cr Pete Rainey

**Pat Dougherty**  
**Chief Executive**

Quorum: 2

[Nelson City Council Disclaimer](#)

Please note that the contents of these Council and Committee Agendas have yet to be considered by Council and officer recommendations may be altered or changed by the Council in the process of making the [formal Council decision](#).

## ***Chief Executive Employment Committee***

### **Areas of Responsibility:**

- To develop recommended Key Performance Indicators in consultation with the Chief Executive
- To review and monitor the Chief Executive's performance
- To review the Chief Executive's remuneration
- To address any employment related issues as may from time to time arise between the Chief Executive and Council

### **Powers to Recommend:**

- To recommend to Council a performance agreement between the Chief Executive and Council
- To recommend to Council the outcome of an externally facilitated performance review involving the whole of Council
- To recommend to Council any personal development opportunities for the Chief Executive
- To review annually the Chief Executive's remuneration and make recommendations to Council
- To recommend to Council any action arising from employment related issues

**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 23 February 2021

**6 - 10**

Document number M15438

Recommendation

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

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 23 February 2021, as a true and correct record.***

**6. Chairperson's Report**

6.1 This report will be tabled.

**CONFIDENTIAL BUSINESS**

**7. Exclusion of the Public**

Recommendation

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

- 1. Confirms, in accordance with sections 48(5) and 48(6) of the Local Government Official Information***

**and Meetings Act 1987, that Paul Bell of Intepeople remain after the public has been excluded, for the Confidential agenda he has knowledge relating to the Chief Executive's employment that will assist the meeting.**

Recommendation

**That the Chief Executive Employment Committee**

- 1. Excludes the public from the following parts of the proceedings of this meeting.**
- 2. 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:**

<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 Employment Committee Meeting – Confidential Minutes - 23 February 2021</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> <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>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>2</b>	<b>Confidential Mayor's Report</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>
<b>3</b>	<b>Verbal Update from the 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> </ul>
<b>4</b>	<b>People Metrics for quarter ending 31 March 2021</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>



---

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

**Held in Rūma Whakatū, Civic House, 110 Trafalgar Street, Nelson**

**On Tuesday 23 February 2021, commencing at 2.06p.m.**

Present: Her Worship the Mayor R Reese (Chairperson), Councillor J Edgar (Deputy Mayor), Councillor G Noonan and Councillor P Rainey

In Attendance: Chief Executive (P Dougherty), Manager People and Capability (S Vincent), Team Leader Governance (R Byrne) and External Adviser (P Bell)

Apologies : Nil

### **1. 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 25 November 2020**

Document number M15289, agenda pages 7 - 12 refer.

Resolved CEE/2021/001

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

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 25 November 2020, as a true and correct record.***

Her Worship the Mayor/Edgar

Carried

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

There was no Chairperson's Report.

## **7. Leadership Capability Framework**

Document number R22642, agenda pages 13 - 15 refer.

Manager People and Capability, Stephanie Vincent, presented the report and answered questions on development and succession planning.

Resolved CEE/2021/002

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

- 1. Receives the report Leadership Capability Framework (R22642) and its attachment (A2530701).***

Her Worship the Mayor/Edgar

Carried

## **8. Oranga Tonutanga - Nelson City Council's Wellbeing Framework**

Document number R22644, agenda pages 16 - 24 refer.

Manager People and Capability, Stephanie Vincent, presented the report and advised that Council was looking to raise its wellbeing in a way that addressed the whole person. As a step to becoming an employer that could attract people, wellbeing was a contributing feature.

Resolved CEE/2021/003

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

- 1. Receives the report Oranga Tonutanga - Nelson City Council's Wellbeing Framework (R22644) and its attachment (A2534033).***

Rainey/Noonan

Carried

**9. Exclusion of the Public**

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

Resolved CEE/2021/004

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

- 1. Confirms, in accordance with sections 48(5) and 48(6) of the Local Government Official Information and Meetings Act 1987, that Paul Bell of Intepeople remain after the public has been excluded, for the Confidential section of the meeting as he had knowledge relating to the Chief Executive’s employment that would assist the meeting.***

Her Worship the Mayor/Noonan

Carried

Resolved CEE/2021/005

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

- 1. Excludes the public from the following parts of the proceedings of this meeting.***
- 2. 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/Noonan

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 Employment Committee Meeting - Confidential Minutes - 25 November 2020</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)</li> </ul>



<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>
			<p>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</p>
<p><b>2</b></p>	<p><b>People Metrics for quarter ending 31 December 2020</b></p>	<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> <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>
<p><b>3</b></p>	<p><b>Chief Executive's Performance Update - mid-year self review</b></p>	<p>Section 48(1)(a)</p> <p>The public conduct of this matter would be likely to result in disclosure of</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,</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)
		information for which good reason exists under section 7	including that of a deceased person

The meeting went into confidential session at 2.16p.m. and resumed in public session at 3.53p.m.

**RESTATEMENTS**

It was resolved while the public was excluded:

<b>1</b>	<b>CONFIDENTIAL: People Metrics for quarter ending 31 December 2020</b>
	<p><i>That the Chief Executive Employment Committee</i></p> <p><i>2. Agrees that the Report (R22577); and its attachments (A2571600 and A2571997) remain confidential at this time.</i></p>

<b>2</b>	<b>CONFIDENTIAL: Chief Executive's Performance Update - mid-year self review</b>
	<p><i>That the Chief Executive Employment Committee</i></p> <p><i>2. <u>Agrees</u> that the Report (R22640), attachments (A2422056 and A2571320) and the decision remain confidential at this time.</i></p>

There being no further business the meeting ended at 3.53p.m.

Confirmed as a correct record of proceedings:

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