



Notice of the Ordinary meeting of

Chief Executive Employment Committee

Kōmiti Taimahi o te Tumu Whakarae

Date:	Tuesday 27 July 2021
Time:	2.00p.m.
Location:	Rūna Whakatū Civic House 110 Trafalgar Street, Nelson

Agenda

Rārangi take

Chairperson	Her Worship the Mayor Rachel Reese
Deputy Mayor	Cr Judene Edgar
Members	Cr Gaile Noonan Cr Pete Rainey

Quorum: 2

**Pat Dougherty
Chief Executive**

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. For enquiries call (03) 5460436.

***Excerpt from Nelson City Council Delegations Register
(A11833061)***

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

Karakia and Mihi Timatanga

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 25 May 2021

6 - 9

Recommendation

That the Chief Executive Employment Committee

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 25 May 2021, as a true and correct record.***

6. Chief Executive Performance Review – Timetable

A timetable will be tabled at the meeting.

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, Paul Bell of Intepeople remain after the public has been excluded, as 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:***

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 - Confidential Minutes - 25 May 2021	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 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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
2	People Metrics for quarter ending 30 June 2021	<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"> • 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 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
3	Verbal Update from the Chief Executive	<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"> • Section 7(2)(a) To protect the privacy of natural persons, including that of a deceased person

Karakia Whakamutunga



Minutes of a meeting of the Chief Executive Employment Committee

Held in the Rūna Whakatū, Civic House, 110 Trafalgar Street, Nelson

On Tuesday 25 May 2021, commencing at 2.08p.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 Advisor (P Bell).

Apologies : Nil

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. Confirmation of Minutes

5.1 23 February 2021

Document number M15438, agenda pages 6 - 10 refer.

Resolved CEE/2021/010

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.***

Her Worship the Mayor/Edgar

Carried

6. Chairperson's Report

Her Worship the Mayor asked the Chief Executive to review the programme of work for the 2021/22 year to ensure there was every chance of success and that the right support was available as needed. She noted that, if required, there may be repositioning of timeframes.

7. Exclusion of the Public

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/2021/011

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 agendas he has knowledge relating to the Chief Executive's employment that will assist the meeting.***

Her Worship the Mayor/Rainey

Carried

Resolved CEE/2021/012

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/Rainey

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 - 23 February 2021	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 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	Confidential Chairperson's Report	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	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)
	ending 31 March 2021	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
4	Verbal Update from the Chief Executive	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 confidential session at 2.19p.m. and resumed in public session at 3.38p.m.

RESTATEMENTS

It was resolved while the public was excluded:

2	CONFIDENTIAL: People Metrics for quarter ending 31 March 2021
	<ol style="list-style-type: none"> 1. <u>Receives</u> the report People Metrics for quarter ending 31 March 2021 (R25864) and its attachment (A2628563); and 2. <u>Agrees</u> that the Report (R25864); and its attachment (A2628563) remain confidential at this time.

There being no further business the meeting ended at 3.38p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date