



Notice of the Ordinary meeting of

## Chief Executive Employment Committee

### *Te Kōmiti Taimahi Tumuaki*

Date:	Tuesday 25 January 2022
Time:	2.00p.m.
Location:	Rūma 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 21 September 2021

**5 - 8**

Recommendation

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

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 21 September 2021, as a true and correct record.***

**6. Chairperson's Report**

**CONFIDENTIAL BUSINESS**

**7. Exclusion of the Public**

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 - 21 September 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>
<b>2</b>	<b>Chairperson'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>Chief Executive's Performance Review 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>

**Karakia Whakamutunga**



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**Minutes of a meeting of the  
Chief Executive Employment Committee  
*Te Kōmiti Taimahi Tumuaki***

**Held in the Rūma Whakatū, Civic House, 110 Trafalgar Street,  
Nelson on Tuesday 21 September 2021, commencing at 2.00p.m.**

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Present: Her Worship the Mayor R Reese (Chairperson), Councillors G Noonan and 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 27 July 2021, agenda pages 6 - 10 refer.

Resolved CEE/2021/023

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

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 27 July 2021, as a true and correct record.**

Her Worship the Mayor/Rainey

Carried

The meeting adjourned from 2.10p.m. to 2.12p.m.

## **6. Exclusion of the Public**

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

Resolved CEE/2021/024

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

Her Worship the Mayor/Edgar

Carried

Resolved CEE/2021/025

### ***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/Edgar

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 - 27 July 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>
<b>2</b>	<b>People and Capability Annual Report 2020-2021</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>
<b>3</b>	<b>Chief Executive's Performance Report - end of year self-review</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>Chief Executive Key Performance Indicators 2021/22</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 confidential session at 2.13pm and resumed in public session at 4.27p.m.

## **7. Restatements**

It was resolved while the public was excluded:

**1 CONFIDENTIAL: People and Capability Annual Report 2020-2021**

- 1. Agrees that the Report (R26024); and its attachment (A2705390) remain confidential at this time.***

**2 CONFIDENTIAL: Chief Executive's Performance Report - end of year self-review**

- 1. Approves that Report (R26240), it's attachments (A2422056, A2748013, A2748015 and A2748016) and the decision be excluded from public release at this time.***

There being no further business the meeting ended at 4.27p.m.

Confirmed as a correct record of proceedings by resolution on (date)

Resolved

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