

Notice of the ordinary meeting of

Chief Executive Employment Committee

Kōmiti Taimahi o te Tumu Whakarae

Date:	Tuesday 3 November 2020
Time:	1.30p.m.
Location:	Rūma Waimarama Level 2, Civic House 110 Trafalgar Street, Nelson

Agenda

Rārangi take

Chair	Her Worship the Mayor Rachel Reese
Deputy Chair	Cr Judene Edgar
Members	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

- 1.1 An apology has been received from Councillor Rainey

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 July 2020 **7 - 12**

Document number M12012

Recommendation

That the Chief Executive Employment Committee

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 21 July 2020, as a true and correct record.***

6. Chairperson's Report

The Chairperson's Report was not available at the time of printing and will be circulated separately in a Supplementary Agenda.

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, for the Confidential agenda 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 - 21 July 2020	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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			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	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	AskYourTeam - Overview of 2020 Staff Survey Results	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
4	Chief Executive's Performance Report - end of year self-review	Section 48(1)(a) The public conduct of this matter would be likely to result in	The withholding of the information is necessary: <ul style="list-style-type: none"> Section 7(2)(a) To protect the privacy of natural persons,

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
		disclosure of information for which good reason exists under section 7	including that of a deceased person



Minutes of a meeting of the Chief Executive Employment Committee

Held in the Rūma Whakatū, Level 2B, Civic House, 110 Trafalgar Street, Nelson

On Tuesday 21 July 2020, commencing at 2.04p.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) and Team Leader Governance (R Byrne)

Apologies : Nil

1. Apologies

2. Confirmation of Order of Business

Her Worship the Mayor advised of one late item for the confidential part of the meeting, and that the following resolution needed to be passed for the item to be considered

2.1 Chief Executive Performance Review and input into 2020/2021

Resolved CEE/2020/011

That the Chief Executive Employment Committee

- 1. Considers the confidential item regarding Chief Executive Performance Review and input into 2020/2021 KPIs at this meeting as a major item not on the agenda, pursuant to Section 46A(7)(a) of the Local Government Official Information and Meetings Act 1987, to enable a timely decision to be made.***

Her Worship the Mayor/Edgar

Carried

Her Worship the Mayor noted that item 4 of the Confidential part of the meeting: Chief Executive's Draft Performance Agreement 2020/21, would be considered as the last item on the Agenda.

3. Interests

The following updates to Interests were declared.

Her Worship the Mayor advised that she had been appointed as a member on the following group/committee:

- Interim Regional Skills Leadership Group for Nelson-Tasman (iRSLG) - Member
- Three Waters Programme Steering Committee - Member

4. Public Forum

There was no public forum.

5. Confirmation of Minutes

5.1 27 May 2020

Document number M9890, agenda pages 7 - 10 refer.

Resolved CEE/2020/012

That the Chief Executive Employment Committee

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 27 May 2020, as a true and correct record.***

Her Worship the Mayor/Edgar

Carried

6. Chairperson's Report

Document number R18162, agenda pages 11 - 12 refer.

Her Worship the Mayor presented the report and noted that as this was the commencement of discussions about the Chief Executive's KPIs for 2020/21, LTP delivery and wellbeing would be key themes. She asked the Committee to consider capacity and avoid duplication.

Chief Executive, Pat Dougherty spoke about work pressures experienced by the Senior Leadership Team and that this would continue through next year. He noted it would be valuable to have a discussion about what the work programme would be throughout 2020/21. He was concerned

about the capital programme plus the prospect of more government money coming in, as well as delivering the Long Term Plan document.

Mr Dougherty noted that at the same time it would take at least two years to get back to a balanced budget. Messaging to officers was a need to meet core requirements of Council plus any drivers that Council wanted to introduce. He asked that Council identify areas that could be dropped if any drivers were added as there was not enough staff resource to meet additional needs.

Resolved CEE/2020/013

That the Chief Executive Employment Committee

- 1. Receives the report Chairperson's Report (R18162).***

Edgar/Noonan

Carried

7. Exclusion of the Public

Resolved CEE/2020/014

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:***

Edgar/Noonan

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 - Confidential Minutes - 27 May 2020	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
2	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 ending 30 June 2020	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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
4	Chief Executive's Draft Performance Agreement 2020/21	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, negotiations (including commercial and industrial negotiations)
5	Chief Executive's Update - May to July 2020	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	Chief Executive Performance Review and input into 2020/21KPIs	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 2.41p.m. and resumed in public session at 4.18p.m.

RESTATEMENTS

It was resolved while the public was excluded:

2	CONFIDENTIAL: People Metrics for quarter ending 30 June 2020
1.	<i>Receives the report People Metrics for quarter ending 30 June 2020 (R18136) and its attachments (A2417568, A2417201, A2417757); and</i>

	2. <i><u>Agrees</u> that Report (R18136), and its attachments (A2417568, A2417201, A2417757) remain confidential at this time.</i>
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3	CONFIDENTIAL: Chief Executive's Draft Performance Agreement 2020/21
	<p>1. <i><u>Receives</u> the report Chief Executive's Draft Performance Agreement 2020/21 (R18158) and its attachment (A2422056); and</i></p> <p>2. <i><u>Agrees</u> that Report (R18158), and its attachments (A2422056) remain confidential at this time.</i></p>

4	CONFIDENTIAL: Chief Executive's Update - May to July 2020
	<p>1. <i><u>Receives</u> the report Chief Executive's Update - May to July 2020 (R18159); and</i></p> <p>2. <i><u>Confirms</u> that Report (R18159) remain confidential at this time.</i></p>

5	CONFIDENTIAL: Chief Executive Performance Review and input into 2020/21KPIs
	<p>1. <i><u>Receives</u> the report Chief Executive Performance Review and input into 2020/21KPIs (R18170) and its attachment (A2424480); and</i></p> <p>4. <i><u>Agrees</u> that Report (R18170), Attachment (A2424480) and the decision remain confidential at this time.</i></p>

There being no further business the meeting ended at 4.18p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date