

Notice of the ordinary meeting of

Chief Executive Employment Committee

Kōmiti Taimahi o te Tumu Whakarae

Date:	Wednesday 25 November 2020
Time:	9.30a.m.
Location:	Rūma Whakatū 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

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 3 November 2020

7 - 11

Document number M15237

Recommendation

That the Chief Executive Employment Committee

- 1. Confirms the minutes of the meeting of the Chief Executive Employment Committee, held on 3 November 2020, 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. 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.

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 - Public Excluded Minutes - 3 November 2020	<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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			should continue to be supplied
2	People Metrics for quarter ending 30 September 2020	<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	People and Capability Annual Report 2019-2020	<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
4	Chief Executive's Performance Report 2019/20	<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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
5	Chief Executive's Remuneration Review 2020	<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
6	Chief Executive's Draft Performance Agreement and KPIs for 2020/21	<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



Minutes of a meeting of the Chief Executive Employment Committee

Held in the Rūma Waimārama, Level 2A, Civic House, 110 Trafalgar Street, Nelson

On Tuesday 3 November 2020, commencing at 1.30p.m.

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

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

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 21 July 2020

Document number M12012, agenda pages 7 - 12 refer.

Resolved CEE/2020/022

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.***

Her Worship the Mayor/Noonan

Carried

6. Chairperson's Report

There was no Chairperson's Report.

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/2020/023

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.***

Her Worship the Mayor/Edgar

Carried

Resolved CEE/2020/024

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

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 - 21 July 2020	<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
2	Chairperson's Report	<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
3	AskYourTeam - Overview of 2020 Staff Survey Results	<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)(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

Item	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Particular interests protected (where applicable)
			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 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 1.38p.m. and resumed in public session at 3.31p.m.

RESTATEMENTS

It was resolved while the public was excluded:

2	PUBLIC EXCLUDED: AskYourTeam - Overview of 2020 Staff Survey Results
	<ol style="list-style-type: none"> <i>1. <u>Receives</u> the report AskYourTeam - Overview of 2020 Staff Survey Results (R20323) and its attachments (A2504057, A2504095); and</i> <i>2. <u>Agrees</u> that Report (R20323) and Attachments (A2504057, A2504095) be made publicly available.</i>

3	PUBLIC EXCLUDED: Chief Executive's Performance Report - end of year self-review
	<ol style="list-style-type: none"> <i>1. <u>Receives</u> the report Chief Executive's Performance Report - end of year self-review (R21433) and its attachments (A2259370 and A2505615); and</i> <i>2. <u>Agrees</u> that Report (R21433), attachments A2259370, A2505615 and the decision be excluded from public release at this time.</i>

There being no further business the meeting ended at 3.31p.m.

Confirmed as a correct record of proceedings:

_____ Chairperson _____ Date