Chief Executive Performance and Employment Committee
EXTRAORDINARY AGENDA

Notice of Meeting:
An extraordinary meeting of the Chief Executive Performance and Employment Committee will be held on:

Date: Thursday 14 February 2019
Time: 1 - 2pm
Venue: Mayor’s Lounge, Level 6, Civic Offices, 53 Hereford Street, Christchurch

Membership
Chairperson
Mayor Lianne Dalziel
Deputy Mayor Andrew Turner
Councillor Vicki Buck
Councillor Phil Clearwater
Councillor Pauline Cotter
Councillor Jamie Gough
Councillor Raf Manji

12 February 2019

Megan Pearce
Hearings and Council Support Manager
941 8140
megan.pearce@ccc.govt.nz
www.ccc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. If you require further information relating to any reports, please contact the person named on the report.

To view copies of Agendas and Minutes, visit: https://www.ccc.govt.nz/the-council/meetings-agendas-and-minutes/
Strategic Framework

The Council’s Vision – Christchurch is a city of opportunity for all.
Open to new ideas, new people and new ways of doing things – a city where anything is possible.

Whiria ngā whenu o ngā papa
Honoa ki te maurua tāukiuki
Bind together the strands of each mat
And join together with the seams of respect and reciprocity.
The partnership with Papatipu Rānanga
reflects mutual understanding and respect,
and a goal of improving the economic,
cultural, environmental and social
wellbeing for all.

Overarching Principle
Partnership – Our people are our taonga
- to be treasured and encouraged. By working
together we can create a city that uses their
skill and talent, where
we can all participate,
and be valued.

Supporting Principles
Accountability
Affordability
Agility
Equity
Innovation

Community Outcomes
What we want to achieve together as our city evolves

Strong communities
Strong sense of community
Active participation in civic life
Safe and healthy communities
Celebration of our identity through arts,
culture, heritage and sport
Valuing the voices of children and young people

Liveable city
Vibrant and thriving central city, suburban
and rural centres
A well connected and accessible city
Sufficient supply of, and access to, a range of
housing
21st century garden city we are proud to live in

Healthy environment
Healthy waterways
High quality drinking water
Unique landscapes and indigenous biodiversity
are valued
Sustainable use of resources

Prosperous economy
Great place for people, business and investment
An inclusive, equitable economy with broad-based prosperity for all
A productive, adaptive and resilient economic base
Modern and robust city infrastructure and community facilities

Strategic Priorities
Our focus for improvement over the next three years and beyond

Enabling active citizenship and connected communities
Maximising opportunities to develop a vibrant,
prosperous and sustainable 21st century city

Climate change leadership
Informed and proactive approaches to natural
hazard risks
Increasing active, public
and shared transport
opportunities and use
Safe and sustainable water supply and
improved waterways
Chief Executive Performance and Employment Committee
14 February 2019

CHIEF EXECUTIVE PERFORMANCE AND EMPLOYMENT COMMITTEE - TERMS OF REFERENCE

<table>
<thead>
<tr>
<th>Chair</th>
<th>The Mayor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Membership</td>
<td>Deputy Mayor and Chairs of Finance and Performance; Innovation and Sustainable Development; Social, Community Development and Housing; Infrastructure, Transport and Environment and Regulatory Committees</td>
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<tr>
<td>Quorum</td>
<td>Half of the members if the number of members (including vacancies) is even, or a majority of members if the number of members (including vacancies) is odd.</td>
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<tr>
<td>Meeting Cycle</td>
<td>Meetings will be held as required.</td>
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<tr>
<td>Reports To</td>
<td>Council</td>
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**Areas of Focus**
The Chief Executive Performance Committee considers and reports to the Council on the following matters:

- Overseeing the performance of the Chief Executive in line with the performance agreement and his/her ongoing relationship with the Council, and report regularly to the Council on his or her performance
- Facilitating regular performance reviews of the Chief Executive and reporting on a regular basis to the Council
- Undertaking reviews of the Chief Executive’s remuneration package in accordance with the employment agreement and make recommendations to the Council
- Engaging relevant external advice including independent legal advice to assist the committee with all or any of these matters, as appropriate, ensuring such advisors are not otherwise contracted to the Council for similar services
- As may be necessary from time to time, matters relating to succession planning and the appointment of a Chief Executive, including:
  - Overseeing the recruitment and selection process for a Chief Executive
  - Recommending candidates and remuneration to the Council for consideration
- Organisational capability, workforce planning and development
- Council remuneration and employment policy including the living wage
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1. Apologies
   At the close of the agenda no apologies had been received.

2. Declarations of Interest
   Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest they might have.
3. Resolution to Exclude the Public


I move that the public be excluded from the following parts of the proceedings of this meeting, namely items listed overleaf.

Reason for passing this resolution: good reason to withhold exists under section 7.
Specific grounds under section 48(1) for the passing of this resolution: Section 48(1)(a)

Note

Section 48(4) of the Local Government Official Information and Meetings Act 1987 provides as follows:

“(4) Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof):

(a) Shall be available to any member of the public who is present; and
(b) Shall form part of the minutes of the local authority.”

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</th>
<th>SECTION</th>
<th>SUBCLAUSE AND REASON UNDER THE ACT</th>
<th>PLAIN ENGLISH REASON</th>
<th>WHEN REPORTS CAN BE RELEASED</th>
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<tr>
<td>4</td>
<td>RECRUITMENT PROCESS</td>
<td>S7(2)(H), S7(2)(I)</td>
<td>COMMERCIAL ACTIVITIES, CONDUCT NEGOTIATIONS</td>
<td>INFORMATION CONTAINED IN THE REPORT IS UNDER CONTRACT NEGOTIATIONS.</td>
<td>WHEN THE MAYOR DETERMINES THERE ARE NO LONGER GROUNDS UNDER THE ACT FOR WITHHOLDING THE REPORT.</td>
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