

**Chief Executive Performance and Employment  
Committee  
EXTRAORDINARY AGENDA**

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**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

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**Membership**

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

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**12 February 2019**

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Hearings and Council Support Manager  
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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 Rūnanga  
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	Collaboration
Affordability	Prudent Financial Management
Agility	Stewardship
Equity	Wellbeing and resilience
Innovation	Trust

## 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 - TERMS OF REFERENCE

<b>Chair</b>	The Mayor
<b>Membership</b>	Deputy Mayor and Chairs of Finance and Performance; Innovation and Sustainable Development; Social, Community Development and Housing; Infrastructure, Transport and Environment and Regulatory Committees
<b>Quorum</b>	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.
<b>Meeting Cycle</b>	Meetings will be held as required.
<b>Reports To</b>	Council

**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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- Part A Matters Requiring a Council Decision  
Part B Reports for Information  
Part C Decisions Under Delegation
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## TABLE OF CONTENTS

1.	Apologies.....	5
2.	Declarations of Interest.....	5
C 3.	Resolution to Exclude the Public .....	6

## 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

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*Section 48, Local Government Official Information and Meetings Act 1987.*

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:

ITEM NO.	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	SECTION	SUBCLAUSE AND REASON UNDER THE ACT	PLAIN ENGLISH REASON	WHEN REPORTS CAN BE RELEASED
4	RECRUITMENT PROCESS	S7(2)(H), S7(2)(I)	COMMERCIAL ACTIVITIES, CONDUCT NEGOTIATIONS	INFORMATION CONTAINED IN THE REPORT IS UNDER CONTRACT NEGOTIATIONS.	WHEN THE MAYOR DETERMINES THERE ARE NO LONGER GROUNDS UNDER THE ACT FOR WITHHOLDING THE REPORT.