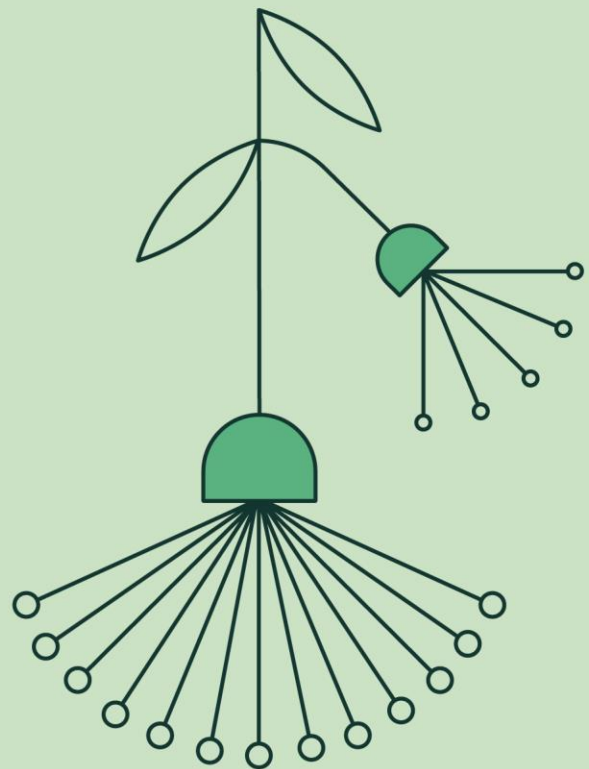


Mā tō tātou takiwā
For our District

**Chief Executive Employment
Sub Committee**

CSC23-1
Wednesday, 5 April 2023, 2.00pm
Council Chambers, Barkes Corner,
1484 Cameron Road, Tauranga



Chief Executive Employment Sub Committee

Membership:

Chairperson	Mayor James Denyer
Deputy Chairperson	Deputy Mayor John Scrimgeour
Members	Cr Tracey Coxhead Cr Andy Wichers
Quorum	Three (3)
Frequency	As required

Role:

Develop and consult with Council annually on performance targets and key result area weightings for the Chief Executive, including associated methods of measurement and processes of judgement.

- Negotiate annually with the Chief Executive performance targets and key result area weightings including associated methods of measurement and processes of judgement.
- Conduct an annual review of the Chief Executive's performance and remuneration in accordance with the agreed processes, in April/May of each year or such other time as agreed with the Chief Executive.
- Develop and consult with Council, appropriate amendments or adjustments to the terms and conditions of employment and the remuneration of the Chief Executive arising from the annual review.
- Negotiate and determine any agreed amendments or adjustments to the terms and conditions of employment and the remuneration with the Chief Executive annually.
- Develop and agree with the Chief Executive, an annual development plan to address any training needs or preferences.
- Meet with the Chief Executive at least once each year to discuss progress on performance targets and key result areas and the agreed personal development plan and negotiate any revision or change as is considered necessary.
- Undertake the management of the Chief Executive recruitment process where required.
- Consider and advise Council on all matters relevant to the employment of the Council's Chief Executive.

Power to Act:

To make all decisions necessary to fulfil the role and scope of the subcommittee subject to the limitations imposed.

To negotiate and recommend to Council on performance agreement measures and annual remuneration.

To engage external advisors where required.

The Chief Executive Employment subcommittee is not delegated authority to:

- Approve the Chief Executive's annual remuneration; or
- Appoint the Chief Executive.

Power to recommend:

Chief Executive Employment subcommittee recommends and reports to the Council.

Notice is hereby given that a Meeting of the Chief Executive Employment Subcommittee will be held in the Council Chambers, Barks Corner, 1484 Cameron Road, Tauranga on:
Wednesday, 5 April 2023 at 2.00pm

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- 1 PRESENT**
- 2 IN ATTENDANCE**
- 3 APOLOGIES**
- 4 CONSIDERATION OF LATE ITEMS**
- 5 DECLARATIONS OF INTEREST**
- 6 PUBLIC EXCLUDED ITEMS**
- 7 PUBLIC FORUM**

8 REPORTS

8.1 PROCESS REQUIREMENT

File Number: **A5072678**

Author: **Horowai Wi Repa, Governance Technical Support**

Authoriser: **Greer Golding, Governance Manager**

EXECUTIVE SUMMARY

This meeting has been specifically scheduled to consider the only item of business on the agenda, being a confidential report.

The meeting is required to be convened in 'Open Session' so that the recommendation to move into 'Public Excluded Session' can be put, and the reason(s) for confidentiality provided to the public.

In the absence of any other open reports on the agenda, this report serves to create the open agenda in Council's Infocouncil system.

9 INFORMATION FOR RECEIPT**10 RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION TO EXCLUDE THE PUBLIC****RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Chief Executive Performance and Remuneration Review for 2022/2021 and 2022/2023 KPIs	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7