



MINUTES

Chief Executive's Performance Review Committee Meeting

3 March 2020

**MINUTES OF WAIMATE DISTRICT COUNCIL
CHIEF EXECUTIVE'S PERFORMANCE REVIEW COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 3 MARCH 2020 COMMENCING AT 10.08AM**

PRESENT: Mayor Craig Rowley, Deputy Mayor Sharyn Cain, Cr Tom O'Connor
APOLOGIES: Cr Colin Pankhurst
IN ATTENDANCE: Stuart Duncan (Chief Executive), Karalyn Reid (Committee Secretary)

OPENING

1 PUBLIC FORUM

Nil

2 APOLOGIES

COMMITTEE RESOLUTION 2020/1

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That an apology from Cr Colin Pankhurst be received and accepted.

CARRIED

3 VISITORS

Nil

4 CONFLICTS OF INTEREST

Nil

5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

5.5 CHIEF EXECUTIVE'S EMPLOYMENT AGREEMENT

Cr Sharyn Cain requested that the Human Resources Manager circulate to members a confidential report on the Chief Executive's Employment Agreement, including any updates or information, and that this meeting of the Chief Executive's Performance Review Committee be adjourned and reconvened following the Council Workshop on Tuesday 10 March 2020 in order to discuss this report.

REPORTS

6 GENERAL REPORTS

6.1 ELECTION OF CHAIR

Nominations were called for the position of Chair of the Chief Executive's Performance Review Committee for the 2019-2022 triennium of Council.

Deputy Mayor Sharyn Cain nominated Mayor Craig Rowley, and this was seconded by Cr Tom O'Connor.

There were no other nominations, so Mayor Craig Rowley. was elected unopposed.

COMMITTEE RESOLUTION 2020/2

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

That Mayor Craig Rowley be elected as Chair of the Chief Executive's Performance Review Committee for the 2019-2022 triennium of Council.

CARRIED

PUBLIC EXCLUDED

7 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2020/3

Moved: Cr Tom O'Connor

Seconded: Deputy Mayor Sharyn Cain

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 |
|--|---|--|
| 7.1 - Chief Executive's Performance Review and Priorities Report | s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority | 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 |

CARRIED

CONSIDERATION OF MAJOR ITEM NOT ON THE AGENDA

COMMITTEE RESOLUTION 2020/4

Moved: Mayor Craig Rowley
Seconded: Deputy Mayor Sharyn Cain

That the meeting be adjourned at 11.45am and reconvened following the Community Services and Development Committee meeting on Tuesday 10 March 2020.

CARRIED

8 RE-ADMITTANCE OF THE PUBLIC REPORT

RECOMMENDATION

That Council moves out of Closed Council into Open Council.

MEETING CLOSURE

There being no further business, the Chair closed the meeting at 11.00am.

The Minutes of this meeting are to be confirmed at Council Meeting scheduled at the next Council meeting.

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CHAIRPERSON