

I hereby give notice that an ordinary meeting of the Chief Executive Officer Review Committee will be held on:

Date: Wednesday, 30 July 2014
Time: 1.30pm
Meeting Room: Council Chamber
Venue: Town Hall
Auckland

Chief Executive Officer Review Committee

OPEN AGENDA

MEMBERSHIP

Chairperson	Hon Christine Fletcher, QSO
Deputy Chairperson	Mayor Len Brown, JP
Members	Cr Bill Cashmore Deputy Mayor Penny Hulse Cr Penny Webster Cr George Wood, CNZM

(Quorum 3 members)

Tam White
Democracy Advisor

25 July 2014

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TERMS OF REFERENCE

Responsibilities

The Chief Executive Review Committee is established to review the Chief Executive's performance and to recommend to the Governing Body the terms and conditions of the CE's employment including any performance agreement measures and annual remuneration.

Powers

All powers necessary to perform the Committee's responsibilities.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (see Governing Body responsibilities)
- (b) where the Committee's responsibility is limited to making a recommendation only

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1 Apologies

An apology from Deputy Mayor PA Hulse has been received.

2 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3 Confirmation of Minutes

That the Chief Executive Officer Review Committee:

- a) confirm the ordinary minutes of its meeting, held on Thursday, 19 June 2014, including the confidential section, as a true and correct record.

4 Petitions

At the close of the agenda no requests to present petitions had been received.

5 Public Input

Standing Order 3.21 provides for Public Input. Applications to speak must be made to the Committee Secretary, in writing, no later than **two (2)** working days prior to the meeting and must include the subject matter. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders. A maximum of **thirty (30) minutes** is allocated to the period for public input with **five (5)** minutes speaking time for each speaker.

At the close of the agenda no requests for public input had been received.

6 Local Board Input

Standing Order 3.22 provides for Local Board Input. The Chairperson (or nominee of that Chairperson) is entitled to speak for up to **five (5)** minutes during this time. The Chairperson of the Local Board (or nominee of that Chairperson) shall wherever practical, give **two (2)** days notice of their wish to speak. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders.

This right is in addition to the right under Standing Order 3.9.14 to speak to matters on the agenda.

At the close of the agenda no requests for local board input had been received.

7 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and

- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

8 Notices of Motion

At the close of the agenda no requests for notices of motion had been received.

Chief Executive Performance Review - January 2014 to June 2014

File No.: CP2014/16391

Item 9

Purpose

1. To discuss with Mr Stephen Town the first six months of his appointment as Chief Executive.

Executive summary

2. As reported in the previous Chief Executive Officer Review Committee paper (CP2014/09651 refers), the Chief Executive will discuss the first six months of his appointment at this committee meeting. The formal review of the 2014/15 financial year performance will take place in October 2015, with three formal partial reviews in December 2014 and March and July 2015.

Recommendation/s

That the Chief Executive Officer Review Committee:

- a) discuss the first six months of Mr Stephen Town's appointment as Auckland Council Chief Executive.

Consideration

Local board views and implications

3. Local board views have not been sought for this paper.

Māori impact statement

4. Māori outcomes are influenced through the delivery of council outputs and the effectiveness of council's operational capability and capacity. The Chief Executive's 2014/15 performance objectives includes reporting on the Māori responsiveness framework targets achieved.

Attachments

There are no attachments for this report.

Signatories

Authors	Michael Quinn - Executive Officer
Authorisers	Alan Brookbanks - Human Resources Director Stephen Town - Chief Executive