

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

Date: Tuesday, 17 March 2015
Time: 1.30pm
Meeting Room: Level 26
Venue: 135 Albert Street
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

10 March 2015

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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

EXCLUSION OF THE PUBLIC – WHO NEEDS TO LEAVE THE MEETING

Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

Those who are not members of the public

General principles

- Access to confidential information is managed on a “need to know” basis where access to the information is required in order for a person to perform their role.
- Those who are not members of the meeting (see list below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
- Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
- In any case of doubt, the ruling of the chairperson is final.

Members of the meeting

- The members of the meeting remain (all Governing Body members if the meeting is a Governing Body meeting; all members of the committee if the meeting is a committee meeting).
- However, standing orders require that a councillor who has a pecuniary conflict of interest leave the room.
- All councillors have the right to attend any meeting of a committee and councillors who are not members of a committee may remain, subject to any limitations in standing orders.

Staff

- All staff supporting the meeting (administrative, senior management) remain.
- Only staff who need to because of their role may remain.

Local Board members

- Local Board members who need to hear the matter being discussed in order to perform their role may remain. This will usually be if the matter affects, or is relevant to, a particular Local Board area.

Independent Maori Statutory Board (IMSB)

- Members of the IMSB who are appointed members of the meeting remain.
- Other IMSB members and IMSB staff remain if this is necessary in order for them to perform their role.

Council Controlled Organisations (CCOs)

Representatives of a CCO can remain only if required to for discussion of a matter relevant to the CCO.

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1 Apologies

At the close of the agenda no apologies had 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, 11 December 2014, 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 Discussion

File No.: CP2015/03423

Purpose

1. To discuss the performance of the organisation with the Chief Executive.

Executive Summary

2. The Chief Executive Review Committee last met on 11 December 2014. Since then, the substantive issues that committee members should consider in their discussion with the Chief Executive include:
 - a) Consultation on the Long-term Plan (LTP) and polling for the Alternative Funding for Transport proposal
 - b) Progress on the Housing Accord
 - c) The recruitment for new Executive Leadership Team members and career initiatives for Senior Leadership Team members
 - d) the Chief Executive financial and non-financial delegations
 - e) 'no surprises' protocol with council and its Council Controlled Organisations (CCOs).
3. The next Chief Executive Review Committee meeting is scheduled for 19 May 2015.

Recommendations

That the Chief Executive Officer Review Committee:

- a) discuss the performance of the organisation with the Chief Executive as part of the regular engagement on the Chief Executive's performance objectives.

Comments

4. The Chief Executive Review Committee last met on 11 December 2014. Since then, the substantive issues that committee members should consider in their discussion with the Chief Executive include:
5. Consultation for the council's Long-term Plan commenced on 23 January 2015 and will finish at 4pm on 16 March 2015. The council is consulting using three main channels – feedback forms (submitted via hard copy, email or online), social media and over thirty Have Your Say events across the Auckland region. The number of feedback forms submitted is tracking at around twice the level of the previous LTP consultation, with over 8,000 submissions received by 6 March 2015. The uptake of using social media channels has been positive, with numbers increasing from week to week and over 550 pieces of eligible feedback received by 6 March 2014. Attendance levels at the Have Your Say events has varied across the region, with over 700 people having attended 20 events held to date. The round table discussion format at these events has generally been well received and support from elected members and staff has been very strong. The Auckland Conversations event held on 2 March 2015 focussing on transport issues has been a highlight with over 700 attendees and trending number one on NZ twitter.
6. In February 2015, Colmar Brunton was commissioned to undertake polling on the Alternative Funding for Transport proposal. The University of Auckland provided independent assurance on the methodology. Polling is now complete and the results are currently being analysed by Colmar Brunton. The results will be provided to councillors in April 2015.

7. The latest Auckland Housing Accord monitoring report was released in March 2015 covering the period 1 October to 31 December 2014. The Housing Accord set a target of 39,000 new sections and dwelling consented over three years, with 9,000 in Year One, 13,000 in Year Two and 17,000 in Year Three. The first year target of 9,000 was exceeded, with 11,060 new sections and dwellings achieved. The latest report shows that at 31 December 2014, 14,351 sections and dwellings had been consented which is 2,101 ahead of the Accord target for the period. The report also highlights:
 - a) The number of dwelling consents in Special Housing Areas (SHAs) has increased from 356 at 30 September 2014 to 529 by 31 December 2014
 - b) The number of new sections granted resource consents in SHAs has increased from 477 at 30 September 2014 to 929 by 31 December 2014
 - c) 768 apartments consented, the highest in nine years, and twice the average of the last decade
 - d) The number of available sections has increased for the first time in 12 years to 12,057
 - e) 1360 hectares of land outside the 2010 Metropolitan Urban Limit has been given SHA status with the capacity for 14,116 dwellings and 35,000 people.
8. In February 2015, Ms Sue Tindal was confirmed as the new Chief Financial Officer and starts in April 2015. Ms Tindall joins council from PricewaterhouseCoopers where she is the Director-Consulting. Recruiting has commenced for the Chief Strategy Officer (currently the Chief Planning Officer), Governance Director and Director People and Capability and appointments will be made in the upcoming months.
9. As part of the Chief Executive's initiative to strengthen the senior managerial capability of council, the ELT recently reviewed the Senior Leadership Team's (SLT) leadership capability. The purpose of the review is to identify opportunities for the longer term development of SLT members. The exercise has assisted ELT to develop a picture of council's leadership capability.
10. In March, the Chief Executive has hosted 'meet the CE events', at which council staff have an opportunity to hear the Chief Executive's priorities and provide feedback on all aspects of the council. Employee meetings were held in Takapuna, Orewa, Pukekohe, Papakura, Manukau, Henderson and the city centre. Later this month employees will be invited to participate in the fourth employee engagement survey.
11. At the previous two Chief Executive Review Committee meetings committee members have discussed the rationale and benefits of increasing the Chief Executive's financial and non-financial delegations. Extending the delegations provides an opportunity for elected members to focus on other higher priority issues. Any revised delegations would be balanced with regular reporting to enable elected members to monitor progress. The proposal was also discussed at the councillor retreat. The proposal will now be taken forward as part of a number of options that will be presented to councillors as a follow up to the councillor retreat.
12. Recently there have been a number of instances where the activities of council or its CCOs have not been fully disclosed to elected members before being made public. Councillors have reinforced their expectation that the no-surprises protocol is followed. In the majority of cases, the protocol has not been fully implemented simply because of an assumption that the information has been passed on or confusion over who should be informing elected members. The Chief Executive will work with the Chief Executives of the CCOs to strengthen the process.

Consideration

Local Board views and implications

13. The Chief Executive engages with Local Board Chairs through the Local Board Chairs Forum and their feedback is taken into consideration.

Māori impact statement

14. 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 include reporting on the Māori responsiveness framework targets achieved.

Attachments

There are no attachments for this report.

Signatories

Author	Michael Quinn - Executive Officer
Authorisers	Alan Brookbanks – People and Capability Director Stephen Town - Chief Executive