

# Appointments and Performance Review Committee

## OPEN MINUTES

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Minutes of a meeting of the Appointments and Performance Review Committee held in Room 1, Level 26, 135 Albert St, Auckland on Thursday, 24 November 2016 at 1.06pm.

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### PRESENT

<b>Chairperson</b>	Hon Phil Goff, JP
<b>Deputy Chairperson</b>	Hon Christine Fletcher, QSO
<b>Members</b>	Cr Chris Darby Cr Richard Hills Cr Penny Hulse Cr Desley Simpson, JP
<b>Ex-officio</b>	Deputy Mayor Bill Cashmore

### ABSENT

### ALSO PRESENT

Cr C Casey  
Cr L Cooper  
Cr D Lee  
Cr M Lee  
Cr D Newman  
Cr W Walker  
Cr J Watson

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**1 Apologies**

There were no apologies.

**2 Declaration of Interest**

There were no declarations of interest.

**3 Confirmation of Minutes**

There were no minutes for confirmation.

**4 Petitions**

There were no petitions.

**5 Public Input**

There was no public input.

**6 Local Board Input**

There was no local board input.

**7 Extraordinary Business**

There was no extraordinary business.

**8 Notices of Motion**

There were no notices of motion.

**9 Director appointments to the board: Housing for Older People (HfOP)**

Note: amendments were incorporated into the motion with the agreement of the meeting.

Resolution number APP/2016/1

MOVED by Mayor P Goff, seconded by Deputy Chairperson C Fletcher:

**That the Appointments and Performance Review Committee:**

- a) **approve the skill matrix requirements for two director vacancies on the board of Housing for Older People, being:**
  - **strong financial and risk expertise**
  - **tenancy property management**
  - **asset management and development expertise**
  - **desirable to have experience in establishing new entities or working in a start-up phase.**
- b) **delegate the final approval of the advertisement for the two vacancies on the board of Housing for Older People to the Auckland Council Chief Executive.**
- c) **approve a nomination and interview panel for the two vacancies on the board of Housing for Older People, comprising:**

- i) Cr D Lee and Deputy Chairperson C Fletcher
  - ii) Auckland Council Chief Executive
  - iii) an Independent Māori Statutory Board member.
- d) note the proposed timeline for completing the appointment programme for the two vacancies on the board of Housing for Older People:
- i) approve the appointment programme : Appointments and Performance Committee – 23 November 2016
  - ii) nomination (advertising programme: 28 November – 7 December 2016
  - iii) short-listing potential candidates: Appointment and Performance Committee – 1 February 2017
  - iv) appointment of candidate: Appointments and Performance Committee – 2 March 2017.

**CARRIED**

**10 Board Appointments Council Controlled Organisations (CCOs): Auckland Transport**

Note: amendments were incorporated into the motion with the agreement of the meeting.  
Resolution number APP/2016/2

MOVED by Mayor P Goff, seconded by Deputy Mayor B Cashmore:

**That the Appointments and Performance Review Committee:**

- a) **approve the skill matrix requirements across the three director vacancies on the Auckland Transport board, below:**

**Required skills**

- i) a keen awareness of the responsibility and accountability to the shareholder, Auckland Council
- ii) solid financial acumen and significant experience in a large and complex organisation, including capital risk management and procurement oversight
- iii) senior level stakeholder/relationship expertise
- iv) high-level political experience
- v) experience in establishing strong organisational cultures

**Desired skills**

- vi) awareness of, or expertise in, future technological change and innovation related to transport
  - vii) a director with experience in, or strong appreciation for, urban design/place-making and public transport.
- b) **delegate the final approval of the advertisement for the three director vacancies on the Auckland Transport board to the Auckland Council Chief Executive.**
- c) **approve a nomination and interview panel for the three director vacancies on the Auckland Transport board (outlined as Option Two in the agenda report) and comprised of:**
- i) **either the Appointments and Performance Review committee Chair, or Deputy Chair, or a councillor appointed by the Chair**

- ii) the Chair of Auckland Transport
  - iii) an Independent Māori Statutory Board member
  - iv) an independent executive with transport expertise as approved by the Chair and Deputy Chair of the Appointments and Performance Review Committee.
- d) approve the substitution of the councillor position on the nomination and interview panel with a governance advisor (recruitment agency representative) when considering councillor candidates.
- e) note the proposed timeline for completing the appointment programme for the three director vacancies on the Auckland Transport board:
- i) approve the appointment programme: Appointments and Performance Committee - 23 November 2016
  - ii) nomination (advertising) programme: 28 November – 7 December 2016
  - iii) short-listing potential candidates: Appointments and Performance Committee - 1 February 2017
  - iv) interviewing candidates: 2 – 17 February 2017
  - v) appointment of candidate: Appointments and Performance Committee - 2 March 2017.

**CARRIED**

## 11 Chief Executive Performance Review - Process

Note: amendments were incorporated into the motion with the agreement of the meeting.  
Resolution number APP/2016/3

MOVED by Mayor P Goff, seconded by Deputy Chairperson C Fletcher:

**That the Appointments and Performance Review Committee:**

- a) note the Chief Executive's performance objectives were set by the former Governing Body to cover the period 1 January 2016 to 31 December 2017.
- b) note that the first review of the current reporting period is scheduled for 1 February 2017 and agree that the review be held in confidential session.
- c) agree that a workshop be organised before the 1 February 2017 review to discuss the criteria and processes around the performance review.
- d) agree that all councillors be encouraged to attend the workshop prior to the February review to discuss the criteria and processes for the review and to attend the 1 February 2017 performance review.
- e) consider at the workshop, if amendments or changes are required to the current performance objectives for the remaining 12 month period to reflect any changes in the Governing Body's priorities for the Chief Executive and these can be considered from February 2017.

**CARRIED**

## 12 Consideration of Extraordinary Items

There was no consideration of extraordinary items.

### 13 Procedural motion to exclude the public

Resolution number APP/2016/4

MOVED by Deputy Chairperson C Fletcher, seconded by Cr D Simpson:

**That the Appointments and Performance Review Committee:**

a) **exclude the public from the following part(s) of the proceedings of this meeting.**

The general subject 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(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

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, as follows:

### 10 Board Appointments Council Controlled Organisations (CCOs): Auckland Transport - Attachment A - AT Board - Skills Matrix and Details

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.  In particular, the attachment contains personal information.	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

### C1 Auckland Council Investments Ltd briefing on Auckland Film Studio director appointment

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.  In particular, the briefing will contain information relating to director appointments.	s48(1)(a)  The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

**CARRIED**

2.42pm The public was excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

3.04pm The public was re-admitted.

**RESTATEMENTS**

It was resolved while the public was excluded:

**C1 Auckland Council Investments Ltd briefing on Auckland Film Studio director appointment**

Resolution number APP/2016/5

MOVED by Mayor P Goff, seconded by Cr R Hills:

That the Appointments and Performance Review Committee:

- a) thank John Crawford, Chief Executive, Auckland Council Investments Ltd for his briefing on the Auckland Film Studio director appointment and for his attendance.
- b) agree that decision a) above be restated in the open section of the minutes.

3.04 pm

The Chairperson thanked Members for their attendance and attention to business and declared the meeting closed.

CONFIRMED AS A TRUE AND CORRECT RECORD  
AT A MEETING OF THE APPOINTMENTS AND  
PERFORMANCE REVIEW COMMITTEE HELD ON

**DATE:**.....

**CHAIRPERSON:**.....